



Victoria
ACADEMIES TRUST

*Assistant Head Teacher, Devonshire
Infant & Junior Academies, Smethwick*

Recruitment Pack

*Full Time - Required January 2026 or sooner if possible.
Pay scale: L8 - 12*

#BeTheBestYouCanBe

Welcome From the CEO

Thank you for your interest in joining the team at Victoria Academies Trust.

I am delighted that you are interested in working with us. Victoria Academies Trust is a primary only trust based in the West Midlands consisting of a mix of sponsor, converter and free schools. We currently have ten schools open; nine mainstream and one special school.

Victoria Academies Trust was set up in 2014 up with the sole aim 'to make our people the best they can be'. We are passionate about making a difference to the lives of our pupils,

families and colleagues. We want to inspire our young people to achieve more than they imagine possible, and having the right people in every role across our schools is an important part of making our vision become reality.

We have a strong board of Trustees who work closely with the trust executive team to focus on our goals of investing in our school communities, growing and valuing our colleagues and preparing our children for the

future. This ensures that our schools are on a continual journey to the be best they can be. We currently educate over 3200 pupils across

the primary age range, and employ over 500 colleagues across our schools and in our Trust Central Team.

We may be ten schools, but our vision and values run through our Trust and we truly as a family, united in our ambition for our people 'To Be The Best They Can Be'.

The opportunity:

We are looking to recruit an Assistant Head Teacher at Devonshire Infant & Junior Academies, Smethwick from January 2026 or sooner if possible.

Full downloadable recruitment forms can be found on our website at [Job Vacancies \(victoriaacademiestrust.org\)](https://victoriaacademiestrust.org)

We are committed to flexible working and are happy to have discussions with prospective candidates.



Sharron Philpot

CEO

Victoria Academies Trust



About Us

Our Mission

Our mission is our reason for being - it is simply: to make our people the best they can be.

Our people are our colleagues, our pupils, our governors and our school communities – we work with and empower our people to be the best they can be.

Our Vision

Our vision is the picture we paint, the future we want to create, based on our mission.

We are a family of schools, united in our passion for inspiring pupils to achieve more than they imagine possible.

We have a positive influence on children's lives in areas where we can make the most difference.

We are ambitious for our children. Our high expectations of them, the memorable experiences and opportunities they have in our schools, along with the kindness and compassion which is at the centre of our Trust means that they will be successful in whatever they choose for their future.

We are at the heart of our communities; a place where local people can turn to for help, support and guidance, working with us for the greater good of our shared community.

We are aspirational for our people, who are given opportunities to grow, develop and become experts in their chosen fields.

Our people feel valued and supported; they show ambition, courage and resilience, but most of all are kind and respectful.

Our Values

Our Values are important to us and guide our behaviours, our relationships and the way we work together. They define how we want to be.

These values of **Unity, Integrity, Courage, Curiosity and Excellence**, along with our commitment to strong ethical leadership ensure that we build a positive and powerful legacy to be proud of.



Unity

We know that by working together, we are stronger than working alone. We work together as a family, united in our shared responsibility to achieve our mission.



Integrity

We show integrity by being honest, truthful, and transparent; always doing what we believe is right and true. We show kindness and respect by treating others with dignity, empathy, and understanding.



Courage

We show courage by being ambitious, challenging ourselves and others to achieve more. We take on challenges with enthusiasm, determination, and resilience, learning from failures.



Curiosity

We show curiosity by having a passion to learn, explore, and discover new things and new ways of working. We are innovative and ambitious, always seeking to be even better.



Excellence

We have a strong commitment to continuous improvement, a willingness to learn and a dedication to becoming the best we can be.

What we can offer you

Joining the Victoria Academies Trust means becoming part of a vibrant and dedicated community that is committed to ensuring colleagues are supported 'To Be They Best They Can Be'

This is what we can offer you:



Competitive Pay Scales

- **Transparent Salary Framework:** We offer clear and transparent pay scales, aligned to government recommended pay, that reflect your experience and expertise.
- **Annual Pay Review:** Commitment to regular reviews to ensure our salaries remain aligned to government recommended scales for teaching and non-teaching staff.



Generous Pension Scheme

- **Teachers' Pension Scheme:** Benefit from one of the most generous pension schemes in the UK.
- **Local Government Pension Scheme:** Our support staff are enrolled in the LGPS, which is a secure and flexible pension plan that provides a valuable package of retirement and death in service benefits
- **Employer Contributions:** We make significant employer contributions to your pension, helping you plan for the future with confidence.



Professional Development

- **Tailored Growth:** Benefit from our bespoke professional development programmes, designed to help you reach your career goals.
- Access to over 100 tailored CPD courses through a mix of flexible webinars and online or face to face opportunities
- Opportunities to network with likeminded individuals- through networks, meetings and our annual Whole Trust Conference.
- **Leadership Opportunities:** With a clear pathway for progression, you have the chance to advance into leadership roles within our trust – teaching and non-teaching



Well-being and Support

- **Work-Life Balance:** We support a healthy work-life balance with flexible working options and a commitment to you through our Flexible Working Policy and People Strategy
- **Health and Wellness:** Access our comprehensive wellbeing and benefits scheme which includes counselling services, access to a range of health professionals, discounts on gym membership, childcare voucher scheme, cycle to work scheme and lifestyle voucher scheme
- Paid expenses in line with HMRC guidance – and access to free parking on site at our schools
- **Dedicated technology** – To enable you to fulfil your role effectively
- Dedicated shared working spaces allowing colleagues to collaborate and work in way that suits them
- Generous holiday allowance – many of our roles are term time only contracts



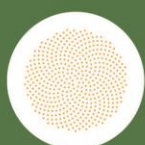
Community and Culture

- **Collaborative Environment:** Thrive in our culture of teamwork and support, where ideas are shared and successes celebrated.
- **Community Impact:** Make a real difference in our local communities through various outreach and engagement activities and events

We are proud to offer a fantastic and supportive working environment where our passion for inspiring our children to achieve more than they imagine possible is at the heart of everything we do.

If you're ready to make a significant impact and grow with us, we would love to welcome you to our team

Our Schools, Our Journey



2012

Victoria Park
Primary becomes
Victoria Park
Academy



2014

Victoria
Academies Trust
founded



2014

Rowley Park
Academy,
Staffordshire join
as first sponsor
school



2014

Devonshire
Infant and Junior
Academies,
Sandwell join as
converter



2017

Birchen Coppice
Academy,
Worcestershire
join as a sponsor
academy



2016

Fibbersley Park
Academy, Walsall
join as a sponsor
academy



2015

Northfield
Manor Academy,
Birmingham join
as a converter
academy



2018

Foley Park
Academy,
Worcestershire
join as a converter
academy



2019

Poppyfield
Academy,
Staffordshire
opens as our first
Free School



2022

Elm Tree
Academy,
Sandwell opens
as our first SEND
Free School



2025

Whitehall
Nursery & Infant
Academy join as
converter school
2025



Role Overview

Assistant Head Teacher

Devonshire Infant & Junior Academies is a three form school in Smethwick which became part of the Victoria Academies Trust in 2014. We are a close-knit family of schools who share a passion for powerful, immersive and creative learning. Devonshire Infant & Junior Academies is a well-resourced school in an attractive environment.

We are seeking a dynamic and accomplished Assistant Head Teacher who will take the lead in establishing and developing the primary curriculum across all phases. This is an exciting opportunity for a dedicated education professional with a proven track record in curriculum design and innovation, as well as a passion for enhancing the educational experiences of our pupils.

The successful candidate will play a pivotal role in shaping the learning environment and ensuring that our curriculum reflects the needs and aspirations of our diverse pupil community and encompasses the Victoria Academies Trust values. We require someone who can inspire both staff and pupils alike, fostering a culture of high expectations and continuous improvement so that everyone is the best they can be.

As a school, we can offer the successful candidate:

- A commitment to continuing professional development
- A supportive and hardworking staff team who are united in their drive to ensure children achieve the very best outcomes academically and socially
- Friendly and happy children who are keen and eager to learn

Devonshire Infant & Junior Academies is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

For further information please contact Mrs Elliott (Business Support Officer/PA to Headteacher) on 0121 558 1652 or via email

sharon.elliott@devinfacademy.org.uk

Please return completed applications marked for the attention of Head of school Mrs Waldron, Devonshire Infant & Junior Academies, Auckland Road, Smethwick, B67 7AT or to the email address.

Closing Date: Thursday 16th October at 12 noon.

Interviews: Monday 20th October.

There is an expectation that candidates will be observed





Job Description

Responsibilities of the role

Assistant Head Teacher – Devonshire Infant & Junior Academies

Position profile

School: Devonshire Infant & Junior Academies

Post title: Assistant Head Teacher

Responsible to: Head Teacher

Remuneration: Grade L8 - 12

Commencement date: January 2026 or sooner if possible

Key Responsibilities:

Curriculum Development:

- Lead the strategic development and implementation of the primary curriculum across all phases, ensuring it adheres to national standards and meets the needs of the school community.
- Collaborate with subject leaders to ensure the curriculum is coherent, relevant, and challenging, enabling all pupils to achieve their full potential.
- Monitor and evaluate curriculum delivery to ascertain its effectiveness and impact on pupil outcomes; make recommendations for amendments where necessary.

Teaching Commitment:

- Undertake a class teacher role, initially in key stage 2, for 60% of the timetable, demonstrating exemplary teaching practice in the classroom and setting high standards for pupil engagement and achievement.
- Design and deliver lessons that are stimulating, inclusive, and appropriately differentiated, catering for the diverse needs of all learners.
- Model the highest standards of teaching and learning, providing a positive role model for colleagues and promoting the sharing of best practices within the staff team.

Job Description

Responsibilities of the role

Assistant Head Teacher – Devonshire Infant & Junior Academies

Performance Management:

- *Lead the performance management process for designated staff, ensuring clear objectives are set and met, and that professional development opportunities are provided to enhance teaching effectiveness.*
- *Foster a climate of mutual respect and professional growth, encouraging staff to contribute ideas and initiatives that enhance the curriculum and overall school ethos.*
- *Conduct regular observations and feedback sessions to support staff development, ensuring all members of the team feel valued and empowered to excel in their roles.*

Leadership and Collaboration:

- *Collaborate closely with the Head Teacher and senior leadership team to contribute to the overall strategic vision of the school, including the successful implementation of school improvement plans.*
- *Lead curriculum meetings, ensuring a shared understanding of curriculum priorities among staff and fostering a sense of collective responsibility for delivering an outstanding educational experience.*
- *Lead the Key Stage 2 phase and a subject area, ensuring a consistent and high-quality approach to teaching and learning across the phase, facilitating collaboration and the sharing of best practices among staff.*
- *Work alongside parents, guardians, and the local community, actively seeking their input and involvement in curricular initiatives to foster strong partnerships that benefit our pupils.*

Assessment and Reporting:

- *Prepare relevant reports and briefings for the leadership team and governors regarding curriculum developments, pupil progress, and staff performance, ensuring transparency and accountability.*

Job Description

Responsibilities of the role

Assistant Head Teacher – Devonshire Infant & Junior Academies

Professional Development:

- Actively engage in your personal and professional development, remaining current in educational research, innovative practices, and policy changes that affect primary education.
- Share knowledge and expertise with colleagues through coaching, mentoring, and leading professional development workshops that focus on advancing pedagogical approaches within the classroom.

Safeguarding and Welfare:

- Uphold the highest standards for safeguarding and promoting the welfare of children, ensuring all statutory and school policies are effectively implemented.
- Contribute to creating a safe and supportive learning environment, where all pupils can thrive and develop academically, socially, and emotionally.

Education Visits Coordinator (EVC):

- Act as the Education Visits Coordinator, overseeing all off-site educational trips and ensuring they are planned and executed in alignment with school policies and health and safety regulations.
- Ensure all risk assessments are conducted for educational visits, with appropriate safeguards put in place to provide a safe environment for pupils during such activities.
- Coordinate and liaise with staff regarding the planning of visits, ensuring adequate supervision ratios and clear communication with parents to facilitate engagement and understanding of the trips.

Job Description

Responsibilities of the role

Assistant Head Teacher – Devonshire Infant & Junior Academies

Governance, accountability and working in partnership

Work with the head teacher in developing the policies and practice, which promote inclusion, equality and the extended services that the school offers

Develop and maintain contact with all specialist support services as appropriate

Promote the positive involvement of parents/carers in school life

Organise and conduct meetings where appropriate with parents and carers to ensure positive outcomes for all parties

Strengthen partnership and community working

Promote positive relationships and work with colleagues in other schools and external agencies

Work with the governing board as appropriate

Ensure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties

Work successfully with other schools and organisations

Maintain working relationships with fellow professionals and colleagues to improve educational outcomes for all pupils

This position offers an exceptional opportunity to contribute to the educational journey of our pupils while being part of a forward-thinking, collaborative team dedicated to excellence in teaching and learning. We welcome applications from individuals who are passionate about primary education and who are ready to take on a leadership role that makes a tangible impact within our school community.

Person Specification

Assistant Head Teacher – Devonshire Infant & Junior Academies

	Essential	Desirable
Qualifications and training	<ul style="list-style-type: none">• Qualified teacher status• Degree• Professional development in preparation for a leadership role	
Experience	<ul style="list-style-type: none">• Leadership and management experience in a school• Teaching experience of a least 5 years• Involvement in school self-evaluation and development planning• Line Management experience• Demonstrate experience of successful line management and staff development• Evidence of leading a core subject	
Skills and knowledge	<ul style="list-style-type: none">• Understanding of high-quality teaching, and the ability to model this for others and support others to improve.• Proven ability to raise standards in classrooms other than own.• Understand school finances.• Effective communication and interpersonal skills.• Ability to communicate a vision and inspire others.• Ability to build effective feedback to colleagues.• Experience of coaching and mentoring colleagues.• Vision for the developments of the curriculum.• Currently at least a middle leader or leading of key responsibility.	

	Essential	Desirable
Personal Qualities	<ul style="list-style-type: none"> • A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school. • Ability to work under pressure and prioritise effectively. • Commitment to maintaining confidentiality at all times. • Commitment to safeguarding and equality, ensuring that personal beliefs are not expressed in ways that exploit the position. • Adaptable to change/embraces and welcomes change. • Demonstrates a “can do” attitude including suggesting solutions. • Participating, trusting and encouraging others and achieving expectations. 	

**Note: Due to the nature of how a multi-academy trust operates there is an expectation that all staff are willing and able to travel across the MAT (via their own car) to provide school-to-school support from time to time, as required. This means that a clean driving licence and acceptance of these terms is essential. Travel expenses will be reimbursed at the agreed rate.*



Safeguarding

Victoria Academies Trust is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expects our staff and volunteers to share this commitment. Successful applicants will be required to provide references, undertake an enhanced check through the Disclosure and Barring Service, and comply with the Safeguarding Policy and child protection practices of the Trust.

Equalities:

Victoria Academies Trust has a strong commitment to achieving equality of opportunity in its academies and in the employment of people. The post will ensure that the Trust meets its statutory obligations in relation to all aspects of equalities legislation.

Flexible Working:

*Victoria Academies Trust is committed to ensuring that all colleagues have working conditions that meet their own needs, as well as the needs of their schools and children. Details of our Flexible working policy can be found on our website: **[VAT-Flexible-Working-Policy-v1.0-.pdf](#)** (**victoriaacademiestrust.org**)*



Victoria Academies Trust

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Email: enquiry@victrust.org

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