



Victoria  
ACADEMIES TRUST

Deputy Headteacher-  
Fibbersley Park Academy

# Recruitment Pack

Full Time and Permanent from 1<sup>st</sup> September 2025 or the earliest  
agreed start date

Pay scale: Leadership Scale L12-L16

Web: [victoriaacademiestrust.org](http://victoriaacademiestrust.org)

Email: [enquiry@victrust.org](mailto:enquiry@victrust.org)

X @VicAcademies

**#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 a permanent, full time Deputy Headteacher at Fibbersley park Academy, Willenhall, West Midlands.

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



## 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



## 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.



## 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, 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 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 schools



**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





# Role Overview

We are excited to announce an opening for a Deputy Head to join our Senior Leadership Team at Fibbersley Park Academy. These are truly exciting times for us as we continue to grow and develop, and this is a fantastic opportunity to be part of that journey.

If you are an inspiring leader with high aspirations, a passion for making a meaningful impact, and a commitment to continuous learning, we would love to hear from you. Join us at Fibbersley Park Academy and play a key role in shaping the future of our students and school community.

**Our new Deputy will be an experienced and talented Senior Leader who works well with children, staff, parents and the wider community, you will have:**

- A track record of being an excellent Senior Leader with clear and measurable impact
- Experience of working with children and staff across the primary school age range
- Secure knowledge of the latest educational research
- The enthusiasm and drive to sustain and further develop teaching practice across the school in line with the school's vision and values
- Excellent teamwork skills, and the ability to motivate and work staff, children, parents and governors

**In return, we can offer:**

- A supportive leadership team with excellent knowledge of school priorities
- A well-resourced environment
- A highly motivated and positive staff team
- Pupils, parents and governors who are proud to be part of Fibbersley Park Academy
- The opportunity to grow your leadership skills
- Benefits package that includes finance rewards as well as support for staff well-being.

If you would like to be part of this journey and have the enthusiasm and passion to join us, we look forward to hearing from you.

Further details are available within the recruitment pack which is available online or directly from the school.

Interested applicants are asked to write a letter of application and complete the application form in full. Completed applications should be returned directly to the school for the attention of Mrs K Sugars, Headteacher by hand, post or email to [postbox@fibbersleyparkacademy](mailto:postbox@fibbersleyparkacademy)

Visits to the school are encouraged please contact the school via telephone or email to arrange a visit. Please contact the school office to book one of the available timeslots.

**Closing date:** Wednesday 26<sup>th</sup> March 2025

**Short listening:** Thursday 27<sup>th</sup> March 2025

**Interviews:** Tuesday 1<sup>st</sup> April 2025

All shortlisted candidates will be subject to an online search as part of our recruitment process.

Fibbersley Park Academy is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. The successful candidate will be subject to an enhanced DBS disclosure.





# Job Description

## Responsibilities of the role

### Deputy Headteacher- Fibbersley Park Academy

Fibbersley Park Academy is committed to creating a diverse workforce. We'll consider all qualified applicants for employment without regard to sex, race, religion, belief, sexual orientation, gender reassignment, pregnancy, maternity, age, disability, marriage or civil partnership.

Job details

**Salary: £65,286 - £72,162 (L12 – L16)**

**Hours: 32.5**

**Location:** Willenhall, West Midlands

**Contract type:** Full-time, permanent

**Reporting to:** Headteacher

#### Main purpose

The deputy headteacher, under the direction of the headteacher, will take a major role in:

- Formulating the aims and objectives of the school
- Establishing policies for achieving these aims and objectives
- Managing staff and resources to that end
- Monitoring progress towards the achievement of the school's aims and objectives
- Leading the school safeguarding team through the role of DSL (see DSL job description)
- Oversee the progress of all pupils and SEND pupils throughout the school
- Lead and manage a behaviour team across the school

The deputy headteacher will also be expected to fulfil the professional responsibilities of a headteacher, as set out in the School Teachers' Pay and Conditions Document (STPCD).

## **Qualities**

The deputy headteacher will:

- Uphold public trust in school leadership and maintain high standards of ethics, behaviour and professional conduct
- Build positive and respectful relationships across the school community
- Serve in the best interests of the school's pupils including those with SEND

## **Duties and responsibilities**

### **School culture and behaviour**

Under the direction of the headteacher, the deputy headteacher will:

- Work alongside the senior leadership team (SLT) and other staff members to create a culture where pupils experience a positive and enriching school life
- Uphold educational standards in order to prepare pupils from all backgrounds for their next phase of education and life
- Ensure a culture of staff professionalism
- Encourage high standards of behaviour from pupils, built on rules and routines that are understood by staff and pupils, and clearly demonstrated by all adults in school
- Use consistent and fair approaches to managing behaviour, in line with the school's behaviour policy

## **Teaching, curriculum and assessment**

Under the direction of the headteacher, the deputy headteacher will:

- Establish and sustain high-quality teaching across all subjects and phases, based on evidence
- Ensure teaching is underpinned by subject expertise
- Effectively use formative assessment to inform strategy and decisions
- Ensure the teaching of a broad, structured and coherent curriculum
- Establish curriculum leadership, including subject leaders with relevant expertise and access to professional networks and communities
- Use valid, reliable and proportionate approaches to assessing pupils' knowledge and understanding of the curriculum
- To support the Teaching and Learning strategies promoted in school e.g Teach like a champion

## **Additional and special educational needs (SEN) and disabilities**

Under the direction of the headteacher, the deputy headteacher will:

- Promote a culture and practices that enables all pupils to access the curriculum
- Have ambitious expectations for all pupils with SEN and disabilities
- Make sure the school works effectively with parents, carers and professionals to identify additional needs and provide support and adaptation where appropriate
- Make sure the school fulfils statutory duties regarding the SEND code of practice.

## **Organisational management and school improvement**

Under the direction of the headteacher, the deputy headteacher will:

- Establish and sustain the school's ethos and strategic direction together with the governing board and through consultation with the school community
- Establish and oversee systems, processes and policies so the school can operate effectively
- Ensure staff and pupils' safety and welfare through effective approaches to safeguarding, as part of duty of care
- Manage staff with due attention to workload
- Ensure rigorous approaches to identifying, managing and mitigating risk
- Identify problems and barriers to school effectiveness, and develop strategies for school improvement that are realistic, timely and suited to the school's context
- Make sure these school improvement strategies are effectively implemented

## **Professional development**

Under the direction of the headteacher, the deputy headteacher will:

- Ensure staff have access to appropriate, high standard professional development opportunities
- Keep up to date with developments in education
- Seek training and continuing professional development to meet needs

## **Governance, accountability and working in partnership**

Under the direction of the headteacher, the deputy headteacher will:

- Understand and welcome the role of effective governance, including accepting responsibility
- Ensure that staff understand their professional responsibilities and are held to account
- 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



# Person Specification

Deputy Headteacher- Fibbersley Park Academy

## Person specification

CRITERIA	QUALITIES
<b>Qualifications and training</b>	<ul style="list-style-type: none"><li>• Qualified teacher status</li><li>• Degree</li><li>• DSL with up to date training</li><li>• Evidence of further professional development to support role</li></ul>
<b>Experience</b>	<ul style="list-style-type: none"><li>• Successful leadership and management experience in a large primary school</li><li>• Teaching experience across key stage 1 or 2</li><li>• Involvement in school self-evaluation and development planning</li><li>• Demonstrable experience of successful line management and staff development</li><li>• Experience of leading/managing behaviour</li><li>• Experience of learning and teaching strategies e.g Teaching Like a Champion</li><li>• Experience of supporting pupils with SEND across the school</li></ul>

CRITERA	QUALITIES
<b>Skills and knowledge</b>	<ul style="list-style-type: none"> <li>• Data analysis skills, and the ability to use data to set targets and identify weaknesses</li> <li>• Understanding of high-quality teaching, and the ability to model this for others and support others to improve</li> <li>• Understanding of school finances and financial management</li> <li>• Effective communication and interpersonal skills</li> <li>• Ability to communicate a vision and inspire others</li> <li>• Ability to build effective working relationships</li> </ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>• A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school</li> <li>• Ability to work under pressure and prioritise effectively</li> <li>• Problem-solving abilities</li> <li>• Commitment to maintaining confidentiality at all times</li> <li>• Commitment to safeguarding and equality, ensuring that personal beliefs are not expressed in ways that exploit the position</li> </ul>

\*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](http://victoriaacademiestrust.org))



**Victoria**  
ACADEMIES TRUST

**Victoria Academies Trust**  
Ballot Street,  
Smethwick,  
West Midlands  
B66 3HH

**Web:** [victoriaacademiestrust.org](http://victoriaacademiestrust.org)

**Email:** [enquiry@victrust.org](mailto:enquiry@victrust.org)

**X** [@VicAcademies](https://twitter.com/VicAcademies)