

Deputy Headteacher

Candidate Information Pack



Hill View Infant Academy

part of Vision Learning Trust

Dear Applicant,

Thank you for your interest in becoming Deputy Headteacher of Hill View Infant Academy, a part of Vision Learning Trust.

The Trust, together with the Local Governing Body of Hill View Infant Academy, are seeking to appoint a Deputy Headteacher to further develop and grow the success that has been achieved by all members of the existing team. As Deputy Headteacher you will be a valuable part of the senior leadership team, working closely alongside the Headteacher and Assistant Headteacher in leading on the development of the school. This will be with the full support of the Trust.

Directors and Governors are looking for a dynamic senior leader who can deliver excellence in a challenging and demanding educational environment. A leader who has vision and initiative to build on current successes and to continue to drive Hill View Infant Academy forward.

We are a nurturing and forward-thinking school that provides a vibrant and inspiring learning environment for our youngest learners. Our commitment to our four pillars; high standards, play-based learning, outdoor experiences, and personal development is at the heart of everything we do. We are looking for an enthusiastic and dedicated leader who shares our values and has the passion to drive excellence in early education.

This is an exciting opportunity to join a dynamic and supportive team where you will play a pivotal role in shaping the future of our children and staff. If you believe in making learning engaging, fostering a culture of high expectations, and leading with warmth and integrity, we would love to hear from you.

We warmly invite you to visit our school and experience firsthand the magic of Hill View Infant Academy.

Thank you for your interest in our academy.

Application packs should be returned to info@visionlearningtrust.co.uk

Best wishes,

Mrs Tammy Crompton

Headteacher
Hill View Infant Academy

Job Title: Deputy Headteacher
Location: Hill View Infant Academy, Sunderland
Pay Range: L12—L16
Start Date: January 2026
Contract Type: Permanent



Due to the retirement of our highly respected and long standing Deputy Headteacher, we are looking for an experienced, enthusiastic and committed individual to work in partnership with the CEO, Headteacher and Assistant Headteacher to provide reflective, dynamic and forward thinking leadership with a shared vision in our successful school. This is a unique opportunity to join our SLT as an exceptional non-class based Deputy Headteacher.

We are seeking a Deputy Headteacher who will:

- Work closely with the Headteacher and leadership team to provide strategic direction and drive school improvement
- Champion our four pillars, ensuring they are embedded in all aspects of teaching, learning, and school life
- Lead by example, inspiring staff and pupils with innovative and high-quality teaching practice
- Support staff development, fostering a culture of collaboration, professional growth, and well-being
- Act as a nominated Deputy for Safeguarding, and play a key role in safeguarding, inclusion, and pastoral care, ensuring every child thrives in a safe and nurturing environment,
- Have proven leadership skills with the ability to inspire and motivate others.
- Engage with parents, carers, and the wider community to strengthen relationships and enhance the school experience for all
- Have extensive experience of effective monitoring and evaluation of teaching and learning with the ability to inspire, implement change, and to challenge
- Have a passion for and experience of EYFS / Key Stage 1 and deep understanding of how young children learn best
- Drive high standards through an effective curriculum and robust system of assessment and data analysis
- Demonstrate high expectations for all children, staff, families, Governors and Directors

What we offer:

- A vibrant and attractive learning environment
- A welcoming, supportive, and friendly school community
- Enthusiastic children who are eager to learn and explore
- A committed and passionate team of staff who work collaboratively
- High-quality professional development and leadership opportunities as part of a unique multi-academy trust
- A school that values well-being, creativity, and innovation

Hill View Infant Academy safeguards and protects its students and staff by being committed to respond in accordance with Sunderland Local Safeguarding Partnership Procedures. This post is exempt from the Rehabilitation of Offenders Act 1974 and therefore will be subject to a criminal record check from the Disclosure and Barring Service.

Vision Learning Trust is an Equal Opportunity Employer and welcomes applications irrespective of race, sex, marital status, disability, religion, age, sexual orientation or political belief.

Visits to the school are warmly welcomed and will take place on:

Tuesday 29th April 2025 at 9.30am
Wednesday 7th May 2025 at 4.00pm
Monday 12th May 2025 at 1.30pm

To register for a visit please contact the school office on 0191 5947982 or at office@hvi.org.uk.

Closing date: 9am on Monday 19th May 2025
Interviews: Monday 9th and 10th June 2025

JOB DESCRIPTION



Job Title:	Deputy Headteacher
Grade:	L12 – L16
Hours:	Full Time
Job Location:	Hill View Infant Academy
Responsible to:	Headteacher/The Board of Directors

Responsible for:

The particular duties and responsibilities set out in this job description are to be carried out in addition to the professional duties as laid down in the School Teachers Pay and Conditions document and in Teachers Standards

Purpose of Job:

To assist and support the Headteacher in providing vision and leadership for the school, so that the school's aims are implemented in accordance with the policies of the Trust Board to ensure high quality education for all pupils

MAIN DUTIES

LEADERSHIP

To support and assist the Headteacher:

- To ensure the vision and strategic direction of the school with a focus on school improvement and a holistic approach to learning
- To deputise for the Headteacher in their absence, carrying out the full professional duties required for Headship
- In consultation with stakeholders, to create and maintain the ethos, vision and aims of the school
- To champion our four pillars and ensure they are embedded in all aspects of teaching, learning and school life
- To have high expectations and to lead by example
- To maintain a secure, caring, welcoming, happy, stimulating, purposeful and challenging learning environment
- To keep under review the work and organisation of the school and to monitor and evaluate the effectiveness of the curriculum in light of pupil needs, national and local priorities
- In consultation with stakeholders, lead the development and implementation of the school development plan, taking into account SEF evaluations
- To ensure implementation of statutory policies, including equal opportunities and welfare reforms to promote an understanding of inclusion
- To ensure guidance and support to all children and staff
- To ensure that current statutory educational initiatives are incorporated effectively within the whole school drive for improvement
- To attend and participate in meetings relative to the curricular, administrative, organisational, pastoral and managerial arrangements of the school
- To support the Headteacher in working collaboratively with parents and carers for the benefit of all the children
- To lead and manage educational visits
- To develop and strengthen links with Hill View Junior School and other feeder schools engaging in cross phase working and transitions

- To work in close partnership with other agencies and schools for the benefit of all children
- To engage with parents, carers, and the wider community to strengthen relationships and enhance the school experience for all
- To be a nominated Deputy for safeguarding
- To be managing medication lead for the school

TEACHING AND LEARNING

To support and assist the Headteacher:

- To monitor and evaluate standards of teaching and learning across the school, including pupil progress and attainment
- To strategically drive high standards through an effective curriculum and robust system of assessment and data analysis
- To oversee the curriculum vision and promote curriculum drivers
- To work with senior and middle leaders to support staff in the development of teaching and learning based on areas of development identified through monitoring
- To ensure a culture and ethos of challenge and support where all pupils can make good progress and become engaged in their own learning
- To take a strategic role in the development of new and emerging initiatives to enhance and extend the learning experiences of all children
- To implement strategies which ensure high standards of behaviour and attendance
- To work closely with other schools/professionals to improve teaching and learning, including the provision of moderation

STAFF

To support and assist the Headteacher:

- To lead by example, inspiring staff and pupils with innovative and high-quality teaching practice, including CPD opportunities for all staff
- To support staff development, fostering a culture of collaboration, professional growth, and well-being
- To lead and support the leadership team individually and collectively
- To ensure the operation of an effective appraisal system for all staff and to manage an identified team within the school
- To be responsible for the induction, training and monitoring of all student teachers, liaising with Universities/Colleges
- To mentor Early Career Teachers

FINANCE AND RESOURCES, PREMISES

- To support and assist the Headteacher:
- To plan for, manage and monitor the use of finances and resources effectively to achieve the aims of the school
- To create a welcoming, safe and stimulating environment both indoors and outdoors, in which pupils, staff and visitors feel comfortable and which is conducive to learning

PERSONAL DEVELOPMENT

- To actively engage in own appraisal and continuing professional development to ensure professional skills are kept up to date and developed.

It is expected that the key tasks of the Deputy Headteacher may change from year to year depending upon the strengths, areas of development and aspirations of the post holder and the school priorities for improvement.

PERSON SPECIFICATION

Essential	Desirable	Evidence
Qualifications		
<ul style="list-style-type: none"> Qualified teacher status 	<ul style="list-style-type: none"> Degree NPQ or other appropriate leadership qualification 	AF/C
Professional Development		
<ul style="list-style-type: none"> Up to date training in data, assessment and the curriculum 	<ul style="list-style-type: none"> Evidence of recent continuing professional development relating to school leadership and management 	AF/I
Experience		
<ul style="list-style-type: none"> Substantial, outstanding teaching experience of at least 5 years in EYFS or Key Stage 1 Significant experience of working as part of a extended leadership team, leading and managing change for a minimum of 3 years Recent experience of strategic leadership Experience of working closely with a Trustees/ Governing Body/SLT Ability to influence practice as a lead learner Experience of working in partnership with other schools to improve outcomes 	<ul style="list-style-type: none"> A range of leadership, management and teaching experience in more than one context Teaching experience in more than one Key Stage 	AF/R
Strategic Leadership and 'Shaping the Future'		
<ul style="list-style-type: none"> Ability to articulate and share a vision of effective curriculums and drive school improvement Evidence of having successfully translated vision into reality at whole-school level Ability to inspire and motivate staff, pupils, parents and governors to achieve the aims of the academy and trust Evidence of having used successful strategies, research and best practice for planning, implementing, monitoring and evaluating school improvement and the ability to inspire, implement change and challenge Ability to analyse data, develop strategic plans, set targets and monitor/evaluate progress towards these Knowledge of what constitutes quality in educational provision, the characteristics of effective schools and strategies for raising standards and the achievement of all pupils 	<ul style="list-style-type: none"> Deputy Designated Safeguarding Lead 	AF/I/T

Essential	Desirable	Evidence
Strategic Leadership and 'Shaping the Future' (continued)		
<ul style="list-style-type: none"> • Understanding of, and commitment to promoting and safeguarding the welfare of pupils • A good working knowledge of the current requirements for child protection issues • An understanding of the role of the governing body and board of Directors • Excellent understanding of current legislation, national agendas and their implications • Knowledge of the current Ofsted expectations and recent experience 		
Leading Learning and Teaching		
<ul style="list-style-type: none"> • A secure understanding of the requirements of EYFS and Key Stage 1 and how young children learn • Knowledge and experience of a range of teaching and learning strategies, research and best practice to meet the needs of all pupils • A secure understanding of assessment strategies and the use of data to set targets and raise standards • Ability to lead, manage and organise an effective curriculum and robust system of assessment and data analysis • Substantial experience of effective monitoring and evaluation of teaching and learning • Secure knowledge of statutory requirements relating to the curriculum and assessment • An understanding of the characteristics of an effective learning • Understanding and implementing agreed school policies 	<ul style="list-style-type: none"> • Experience of strategic curriculum or data and assessment leadership 	AF/I/T
Leading and Managing Staff and 'Managing the Organisation'		
<ul style="list-style-type: none"> • Experience of working in and leading staff teams • Ability to delegate work and support colleagues in undertaking responsibilities • An understanding of the most important aspects of the operational management of a school • Ability to initiate and lead change by inspiring and influencing others • Evidence of being able to build and sustain effective relationships with staff, Governors, parents and the wider community 	<ul style="list-style-type: none"> • Experience of managing medication • Successful involvement in staff recruitment, appointment and induction • Experience of planning and managing professional development 	AF/I/T

Essential	Desirable	Evidence
Leading and Managing Staff and 'Managing the Organisation' <i>(continued)</i>		
<ul style="list-style-type: none"> • Ability to support subject leader development • Experience of performance management and supporting the continuing professional development of colleagues • A willingness to undertake any training necessary for the role 	<ul style="list-style-type: none"> • Experience of acting as mentor for ECTs • Experience of undertaking the role of EVC 	
Securing Accountability		
<ul style="list-style-type: none"> • Ability to communicate effectively, orally and in writing to a range of audiences – e.g. staff, pupils, parents, Governors, Directors • Experience of effective whole-school self-evaluation and improvement strategies • Ability to provide clear information and advice to all stakeholders • An understanding of effective strategies for the performance management and professional development of staff • Experience of presenting reports to Governors/Directors • An understanding of the Ofsted criteria for the evaluation of a school • Experience of offering challenge and support to improve the performance of staff 		AF/I/T
Skills, Qualities and Abilities		
<ul style="list-style-type: none"> • Outstanding teaching skills • High expectation of pupils' learning and attainment • Strong commitment to school improvement and raising achievement for all • Ability to build and maintain good relationships • Ability to remain positive and enthusiastic when working under pressure • Ability to organise work, prioritise tasks, make decisions and manage time effectively • Empathy with children and adults • Good communication skills • Good interpersonal skills • A commitment to being involved in the wider school community • To support the decision making processes of the SLT 		AF/I/T/R

About Hill View Infant Academy



Hill View Infant Academy is a large four-form entry school in the heart of Sunderland city.

At Hill View Infant Academy, we believe that the early years of education lay the foundation for a lifetime of learning. We take great pride in offering a rich and stimulating curriculum that nurtures creativity, independence, and a love for learning. Our four pillars underpin our approach to teaching and learning:

High Standards: We have high expectations for all our children and strive for excellence in teaching and learning.

Play: We embrace the power of play in early education, ensuring learning is joyful, engaging, and meaningful.

Outdoor Learning: We believe the best classrooms have no walls, and our outdoor spaces provide endless opportunities for discovery and adventure.

Personal Development: We nurture the whole child, supporting their emotional well-being, resilience, and social skills.

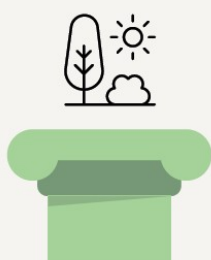
As a school, we are deeply committed to inclusion, diversity, and ensuring every child feels valued and supported to achieve their full potential.

4 Pillars of Hill View Infant Academy



PLAY

Play is at the heart of everything we do, from Nursery to Year 2. It underpins all learning and develops creativity, expression and imagination.



OUTDOORS

Our children immerse themselves in learning outdoors, whatever the weather. They develop confidence, resilience and skills for life.



HIGH STANDARDS

Our children learn in a happy, secure and stimulating environment, where an exciting and challenging curriculum supports them to achieve the highest standards.



PERSONAL DEVELOPMENT

We believe all children should feel safe and loved. Our children show empathy, understanding, a sense of responsibility and a love of learning.

BELIEVE AND ACHIEVE

About Vision Learning Trust

Vision Learning Trust is a multi-academy trust based in Sunderland consisting of Hill View Infant Academy and Hill View Junior Academy. Barnes Infant Academy are in the process of joining the trust.

Joining a successful Multi Academy Trust

The values of Vision Learning Trust are to create high performing schools who work in partnership to promote a co-operative working relationship between all staff, pupils, parents, directors and the wider community that results in a shared vision of excellence and high expectations of behaviour and academic standards.

Our main aims are:

- ◆ To provide a secure, caring, stimulating environment where everyone is valued and has the opportunity to achieve their potential
- ◆ To provide an education which will equip children to become responsible citizens and life-long learners
- ◆ To have high expectations of each other and all of our children both inside and outside of the school
- ◆ To create a school community where trust, collaboration and respect results in academic excellence
- ◆ To ensure inspiring and innovative teaching that is delivered through a broad, rich and challenging curriculum
- ◆ To ensure inspiring and innovative teaching that is delivered through a broad, rich and challenging curriculum
- ◆ To provide enhanced experiences for children to develop a love of learning
- ◆ To provide a great place to work, with freedom to innovate
- ◆ To value our staff and allow them to explore their passions
- ◆ To invest in the building, environment and resources
- ◆ To have a Scheme of Delegation enabling Local Governing Bodies of Good or Outstanding Schools to continue to lead and manage the school with a focus on pupils and the quality of the pupils' education
- ◆ To create opportunities for staff from different schools to work together to share best practice, develop the curriculum and moderate work, including shared CPD opportunities
- ◆ To have access to shared services and economies of scale

Vision Learning Trust is a charitable company limited by guarantee in England and Wales (Registered No 10292875)





A Unique Offer



*Personal
Growth*



High Standards



*Learning
Through Play*



Challenge



*A Fantastic
Reputation*

Hill View Infant Academy
Helvellyn Road
Sunderland
SR2 9JJ
Email: office@hvi.org.uk
Tel: 0191 5947962