



Windsor
**Olympus
Academy**

Part of



Our Family, Our Mission

Faculty Deputy of Science

Candidate Information Pack





Welcome from the Headteacher

Dear Applicant,

It is a privilege to welcome you to the applicant pack for Windsor Olympus Academy. I am Robert Sloan, Headteacher, and I am delighted that you are considering joining our team.

Now in our third year, we are immensely proud of how our students, staff, and community have continued to shape Windsor Olympus Academy into a vibrant, ambitious, and inclusive school. What began as a vision is now a confident and flourishing reality, making this an incredibly exciting time to join us.

As a proud member of the Windsor Academy Trust family, we do not work in isolation. We benefit from the shared expertise and collaborative spirit of fifteen high-performing schools. While we are rooted in our local community here in Winson Green, we are united by a single ambition: to ensure that every young person who walks through our doors achieves highly, grows in character, and leaves us fully prepared for the next stage of their journey.

Whether you are joining our teaching team or our professional services staff, you will play a vital role in this mission. At Windsor Olympus Academy, we educate the whole child. Academic excellence sits at the heart of what we do, complemented by a strong focus on personal development, wellbeing, and aspiration. Through our Personal Potential Curriculum, we aim to ensure all pupils fulfil their potential—not just academically, but also in Sports and The Arts.

We know that exceptional education is only possible when it is driven by an empowered and supported staff. Our team works in state-of-the-art facilities, sharing a relentless focus on high standards. We champion collaborative "set plays" that reduce workload and maximise impact, ensuring our teachers have the time and space to do what they do best, while our professional services team provides the essential expertise that allows our school to thrive.

You will be joining a talented, dedicated team with a strong culture of professional growth. We are looking for individuals who share our unwavering commitment to excellence and want to inspire our students to think ambitiously and pursue their passions.

If you are ready to make a meaningful difference and help our young people achieve their very best, I look forward to receiving your application.

Warm regards,



Robert Sloan
Headteacher,
Windsor Olympus Academy

Our School



Windsor
Olympus
Academy

Windsor Olympus Academy - "Thriving, together"

Windsor Olympus Academy is a brand new 11 to 16 secondary school that opened in Winsor Green in September 2023. At Windsor Olympus Academy, our goal is to provide a nurturing and inclusive environment where students can thrive both academically and personally. Our approach to education is centred around creating an environment that nurtures young people's growth, ignites their passion for learning, and awakens their aspirations for personal development. We want to develop our students' understanding of wellbeing and health so that they thrive, and we want to be at the heart of the community, thriving together. We take a partnership approach to all that we do to ensure we are a truly civic school.

Our 2024/25 highlights

- National Award Recognition: The school was a Silver winner for the National Pearson Teaching Award for School or College Partnership of the Year.
- Student Poetry Finalist: A student was a finalist in the "Mother Tongue Other Tongue" poetry competition at the University of Warwick, with their work displayed at Coventry Cathedral.
- Sporting Triumphs: The Year 7 and 8 boys' football teams won their leagues, and the girls' basketball team won their league. Girls' football participation doubled, and one student was identified by England Football talent scouts.
- Personal Potential: 100% of students visited Worcester University, 95% visited the zoo, and 91% participated regularly in extra-curricular activities. Over 90 students applied for leadership roles.
- Cultural Experiences: More than 60 students participated in a performance of Romeo and Juliet at Symphony Hall and Hansel and Gretel at The Rep Theatre.
- International Schools Award: The school was awarded the International Schools Award Foundation Level Certificate.
- Sportmark Award: Windsor Olympus Academy achieved the Gold Sportmark Award for its commitment to school sport.
- Staff Wellbeing: The school implemented several successful staff wellbeing initiatives, including a "Secret Buddy" programme and "Wellbeing Care Boxes."
- Primary School Partnerships: We developed strong partnerships with local primary schools, with our student leaders running events and activities, including sports days.

"Olympus to me means 'opportunity' - for me, my daughter and my family. From being a mum outside the gate, to being welcomed into the hub, to volunteering, getting my job with Newbigin Community Trust and now starting my apprenticeship in school, it's been incredible. Job satisfaction, adventure and a new lease of life, with fun, laughter and many memories. A beautiful family, Olympus."

- Windsor Olympus Academy parent

Silver winner in the National Pearson Teaching Award for School or College Partnership of the Year



National winner of an Edurio Parent Engagement Award



"To me, Olympus is a stepping stone to my future, a place that gives me the chance to achieve my goals and thrive whilst doing it. Success is what I see in Olympus and it helps me grow not only as a student but as a person."

- Windsor Olympus Academy student

Welcome from CEO

Dear WAT Family Candidate,

As the Chief Executive Officer of Windsor Academy Trust, I am delighted that you are considering joining our family.

We are a family of 15 primary and secondary schools, united by a single, unwavering moral purpose: **to unlock the academic and personal potential** of every young person we serve. For our 1,200 staff and 10,000 students, Windsor Academy Trust is more than an organisation, it is a family.

We are exceptionally proud of the reputation we have built together. Our schools serve diverse, vibrant communities across the West Midlands, achieving results that are significantly above the national average. But we believe that schools should be more than just places of learning; they are **civic anchors**. We take our role as leaders in our communities seriously, working tirelessly with our partners to ensure our children and their families can thrive, both inside and outside the school gates.

Being a great employer is at the heart of who we are. We were thrilled to receive the Edurio 'Trust Value Award', a testament to the strong sense of belonging our staff feel. As an Associate College for the National Institute of Teaching, we don't just offer jobs; we offer journeys of professional growth and transformation.



Dawn Haywood
Chief Executive Officer



15
SCHOOLS



10000
CHILDREN



1200
STAFF

Job Description - Faculty Deputy of Science

Salary	MPS & UPS + TLR 2B
Reporting to	Headteacher, SLT, Faculty Director
Responsible for	N/A
Location	Windsor Olympus Academy

Faculty Deputy of Science

General Duties

Carry out "the duties of a school teacher" as set out in the Conditions of Service for School Teachers in England and Wales. Fulfil the role of subject teacher and Form Tutor as appropriate.

To do other reasonable tasks as laid down in the School Teacher Pay & Conditions document and as required from time to time at the discretion of the Headteacher

Windsor Olympus Academy is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. This post is subject to an enhanced criminal records check.

Overall Responsibility

Work with the Headteacher and Leadership Team to secure and sustain effective teaching and learning throughout the school, monitor and evaluate the quality of teaching and standards of student's achievements, use benchmarks and set targets for improvement.

Specific Duties Undertaking the following responsibilities and deputising for the Faculty Director in their absence:

School Leadership. Assist the Faculty Director in

Contributing to the well-being and development of the school, including the supervision of students, the guidance of teachers and consultation with the Assistant Headteacher (Curriculum) and other senior colleagues.

Helping to develop, communicate, implement, monitor and evaluate whole school and Faculty policies and reporting back to the Leadership Team.

To raise standards of student attainment by developing and monitoring whole school and Faculty improvement strategies as defined by the F.I.P and S.I.P

To work with colleagues to formulate aims, objectives and strategic plans relevant to the needs of students and the strategic direction of the school.

Leadership of a Team of Teachers, in accordance with School Policy by: Assisting the Faculty Director in

Advising, guiding, inducting and mentoring members of the Faculty as appropriate.

Monitoring the work of members of the Faculty to ensure high quality teaching and learning and to develop and enhance their teaching practice.

Presenting the views of members of the Faculty at, and reporting back from, all areas of consultation.

Encouraging members of the Faculty to keep abreast of developments in their subject areas.

The professional development of members of the Faculty and taking a leading role in the Performance Management systems of the school.

Ensuring clear lines of communication with all members of the Faculty.

To promote teamwork, to motivate staff to ensure effective working relations and act as a positive role model.

Responsibility Structure: Assist the Faculty Director in

Ensuring the responsibility structure within the Faculty supports maintenance and improvement of standards.

Ensuring the successful completion and delivery of delegated tasks and responsibilities.

To oversee the work of trainee teacher programmes within the Faculty.

Curriculum

Assist the Faculty Director in

Leading curriculum development and initiatives at national, regional and local levels.

Leading the Faculty's curriculum planning, syllabus selection, incorporating "whole-school" policies and contributing to relevant units or components of other subjects, syllabuses or cross curricular programmes of study as may be required.

Ensuring up-to-date schemes of work are maintained for use internally and externally as required and monitoring how schemes of work are implemented and regularly reviewed to maximise their effectiveness.

Advising on and developing teaching approaches used by the subject teams, the development and selection of suitable materials and advising on classroom management appropriate to the relevant subject matter.

Assessment, Examinations, Reporting and Evaluation: Assist the Faculty Director in

Leading assessment development and initiatives at national, regional and local levels

Establishing and overseeing Faculty's examination policy and both internal/external assessment procedures, in accordance with School policy.

Ensuring the effective administration, smooth running of external exams and ensuring exam board requirements are met by liaison with Examinations Manager.

Providing information to Headteacher, parents and colleagues about the work of the Faculty and students progress in accordance with school policy.

Interpretation of exam analysis, subsequent action planning and establishing the process for target setting and monitoring progress towards targets set.

Overseeing relevant students' subject report formats and collecting a portfolio of good practice to share with other staff/inform new staff.

Ensuring effective moderation procedures are in place and a portfolio for exemplification of standards is maintained.

Organising Learning: Assist the Faculty Director in

Allocating students to teaching groups in liaison with members of the Faculty according to

school policy.

Maintaining up-to-date staff/teaching group lists informing the Assistant Headteacher (Curriculum) of any changes when made.

The construction of the Timetable and appropriate Options information.

The management and conduct and behaviour of students within the Faculty and supporting colleagues within the Faculty to ensure learning is maximised.

Ensuring Cover Supervisors and supply staff are supported in providing appropriate learning opportunities when Faculty staff are absent.

Monitoring and evaluating provision of SEN support and liaising with SENCO.

Monitoring and evaluating the provision and progress for G & T students.

Monitoring and evaluating the arrangements, objectives and outcomes of educational visits.

Resources: Assist the Faculty Director in

Controlling Faculty expenditure and budgetary planning.

Overseeing the usage, storage and security of equipment, materials and other resources and ensuring the learning environment and facilities maximise learning

Preparing a Faculty bid for capitation or other funding opportunities.

Devising systems for maintenance of Faculty inventories and stock records according to school policy.

Pastoral Responsibilities

To take responsibility for promoting and safeguarding the welfare of children and young persons

To participate in the pastoral organisation of the school as a form tutor, if required

To be the first point of contact for parents/carers in the assigned tutor group

To monitor and set targets for the social and academic progress of individuals in the tutor group

To undertake responsibility for the delivery of the Well-being and tutorial programmes to the tutor groups as required

To promote good attendance and punctuality and monitor in accordance with the school's Attendance Policy providing support/intervention for those who find it hard to maintain high standards

General Professional Responsibilities

To attend meeting as part of the agreed meeting cycle

To undertake professional development identified through the performance management/appraisal structure and as organised for staff to promote individual and whole school improvement work

To support and implement all relevant teaching and learning area policies, including the Code of Conduct for staff and whole school policies

To act as a role model to students in respect of dress, attendance and punctuality and general conduct

To ensure that all deadlines are met as published in advance

To undertake professional duties and responsibilities necessary for the smooth running of the school, as may be reasonably assigned to them by the Head Teacher (e.g.duties, emergency cover)

To fulfil the conditions of employment for school teachers, as laid down in the latest School Teachers' Pay and Conditions Document

General

Actively contribute to the overall ethos, culture, values and aims of WAT

Participate in training, other learning activities and performance development as required

Attend and participate in relevant meetings as required

The post holder is required to be aware of and comply with policies and procedures relating to child protection, equal opportunities, health and safety, security, confidentiality and data protection, reporting all concerns to the appropriate person

The post holder has a responsibility to safeguard and promote the welfare of children and vulnerable adults during the course of their work. This post is subject to an enhanced DBS with barred list check. Please note that this is illustrative of the general nature and level of responsibility of the work to be undertaken. It is not a comprehensive list of all tasks that the post holder will carry out. The post holder may be required to undertake other duties that may be required from time to time within the general scope of the post.

This job description may be amended at any time in consultation with the post holder.

Person Specification

Area	Essential	Desirable
Degree or equivalent in related subject	✓	
Qualified Teacher status	✓	
Evidence in continuing professional development	✓	
Degree at 2:1 or above in related subject		✓
Knowledge and experience		
Good classroom practitioner	✓	
Knowledge and understanding of teaching and learning issues related to specialism	✓	
Able to work to deadlines	✓	
Understanding of a broad range of current relevant educational issues/initiatives	✓	
Skills and competencies		
Passion and enthusiasm for teaching and learning	✓	
High expectations of students	✓	
Empathy with children/parents who are experiencing difficulties	✓	
Approachability	✓	
Able to work as a member of a team	✓	
Other qualities		
Enthusiasm for teaching and children.		✓
An excellent and committed teacher.		✓
Flexible, able to cope with change		✓
Excellent communication and interpersonal skills.		✓
Be open minded, willing to question and refine personal and professional attitudes and practice in order to further improve.		✓
Willingness to take a full part in the life of the school. ability to develop good relationships within a staff team, with parents, governors and community.		✓
Enthusiasm to share practice across the Trust.		✓

Windsor Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All offers of employment are subject to satisfactory medical clearance, DBS checks and where appropriate, documentary evidence showing your entitlement to work in the UK.



Working for Windsor Academy Trust

**We believe it is important to be a great place to work.
In addition to a competitive salary we offer:**



Pensions

As a staff member you have access to the Local Government Pension Scheme and Teachers' Pension Scheme - both generous schemes with the employer contributing up to 20% plus. This also provides a death in service benefit of three times your salary.



Pay progression & career pathways

As well as any nationally agreed pay award (a salary increase linked to inflation), our employees have access to pay progression according to their grade.

We offer a number of career pathways from teaching and other classroom based roles to administration and IT. If you're interested in progressing on your career journey or taking a new career pathway, you should discuss this further with your line manager at your annual appraisal.



Continual Professional Learning (CPL)

Windsor Academy Trust has developed exceptional teachers, leaders and professional services staff in schools for over a decade. We have an excellent reputation for delivering outstanding and innovative professional development for teachers, leaders and professional services staff at all levels, across the Midlands and beyond. Our professional development offer ranges from Initial Teacher Education, to the Early Career Framework as well as leadership development programmes such as National Professional Qualifications (NPQs) as well as networking groups for a number of roles.

Employee Assistance Programme

Windsor Academy Trust has signed up to an Employee Assistance Programme with the Education Support Partnership which provides a support line to access a range of practical and emotional help 24/7, including counselling sessions, financial, legal and practical support from qualified professionals on a range of personal issues as well as access to online health and wellbeing resources and a specialist information service.

Free flu vaccinations and eye tests

For a number of years, Windsor Academy Trust has provided free flu vaccination vouchers so that you can protect yourself over the winter months. We also provide free eye tests for display screen equipment users, which applies to the majority of our employees.

Cycle to work scheme

For those who do not live too far from work, cycling instead of driving or taking public transport could be a good option to save on travel costs. Our cycle to work scheme helps Windsor Academy Trust employees to purchase a brand new bike and spread the cost over 12-18 months. To find out more, visit The UK's Most Popular Cycle to Work Benefit - Cyclescheme.

Food and leisure discounts

Windsor Academy Trust has signed up to access Vivup - the leading wellbeing and benefits provider to the public sector - meaning our employees can benefit from lifestyle savings on films, leisure activities, dining out, family essentials and many more popular categories.

Reduced childcare costs

For working parents, childcare costs can be a significant financial burden. However, there are some solutions available to staff that may help ease short-term financial pressures around childcare. You may be eligible for the Government's tax-free childcare scheme. Find out more by visiting Tax-Free childcare at gov.uk. Should you need them, flexible working and paid time off for caring responsibilities policies are available upon request. Visit the Policies and Procedures section on the Windsor Academy Trust website for full details.

Local Credit Union

Windsor Academy Trust is now a partner employer with Castle & Crystal Credit Union based in Dudley. They are a not-for-profit financial co-operative who provide affordable loans and secure savings for all who live or work in the West Midlands. Loans repayments can be made directly from your salary.

Flexible Working

Windsor Academy Trust supports and is open to flexible working.

Safer Recruitment In Education: Information For Applicants

- WAT is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.
- We have a number of policies and procedures that contribute to our safeguarding commitment, including our child protection policy which can be viewed at windsoracademytrust.org.uk/governance.
- It is an offence to apply for the role if you are barred from engaging in regulated activity relevant to children.
- Sometimes we may need to share information and work in partnership with other agencies when there are concerns about a child's welfare.
- We will ensure that our concerns are discussed with parents/carers first unless we have reason to believe that such a move would be contrary to the child's welfare.
- We actively support the Government's Prevent agenda to counter radicalism and extremism.

What we will provide:

All applicants for all vacant posts will be provided with:

- a job profile outlining the duties of the post; including safeguarding responsibilities.
- a person specification which will include a specific reference to suitability to work with children.

All applications for employment will be required to complete an application form online, containing questions about their academic and full employment history, and their suitability for the role.

In addition, all applicants are required to account for any gaps or discrepancies in their employment history.

References

References will be requested with your consent, at the selection stage directly from the referee.

Interviews

At least one member of each interview panel will have completed Safer Recruitment Training. The selection process for every post will include exploration of the candidate's understanding of child safeguarding issues.

Pre-employment checks

- It is an offence to apply for the role if the applicant is barred from engaging in regulated activity relevant to children.
- An enhanced DBS check is required for all successful applicants.
- Prohibition, overseas and section 128 checks will also be completed if necessary.

Child Protection and Safeguarding Policy

View our Child Protection and Safeguarding policy at windsoracademytrust.org.uk/policies





**Windsor Olympus Academy,
Perrott Street, Birmingham, B18 4LX**



0121 2892750



olympus@windsoracademytrust.org.uk



www.olympusacademy.org.uk

