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## Job Application Pack

### Teacher of Mathematics

School: Comberton Village College

Salary: **UPS / MPS - ECT applications welcome**

Contract: Permanent, Full/Part Time

Start date: September 2024 (or earlier)

Application closing date: 9am on Monday  
11<sup>th</sup> December 2023

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### Welcome from the CEO

We are delighted you are interested in joining one of the Academies in our Trust.

The Cam Academy Trust is a community of schools in and near South Cambridgeshire and Huntingdon which offers 'Excellence for All' students from aged 3 to 18 in 11 schools incorporating pre-school, primary phase, secondary and sixth forms.

School years are a critical period of all our lives as we develop the skills, knowledge and behaviours needed to become successful members of our communities. We want all young people proceeding through all our schools to become capable, caring and confident.

All within The Cam Academy Trust are committed to giving all our pupils the very best grounding that we can through exceptional teaching and learning and outstanding pastoral support.

Each of our academies has its own Principal or Headteacher who works with their own team of high-quality staff and these staff also work with each other to share best practice to ensure our pupils are well educated and well cared for.

Our over-arching purpose is simple: we want to secure educational excellence for all with our Academies working at the heart of and serving their local communities.

Stephen Munday CBE

## About our Trust

The Cam Academy Trust, originally The Comberton Academy Trust, was formed in 2011 to oversee the conversion of Comberton Village College to academy status in the first instance. With growing emphasis on academies working together in formal partnerships, the Trust quickly changed to become a multi-academy trust so that more schools could join and work closely with us.

As this partnership developed it was only right that the name changed with it as further schools/academies joined, including from the primary as well as secondary phase of education. The Comberton Academy Trust was renamed 'The Cam Academy Trust' – a clear statement that the Trust is greater than the sum of its parts.

The Trust currently comprises seven primary phase schools and four secondary schools, two with Sixth Forms. We are excited that a third Sixth Form is due to open at Cambourne Village College in 2023.

Our Primary phase schools are: Everton Heath Primary School (just inside Bedfordshire), Gamlingay Village Primary, Jeavons Wood Primary School, Cambourne, Offord Primary School, Offord D'Arcy, Hartford Infant and Pre-School, Hartford Junior School and Thongsley Fields Primary and Nursery School, Huntingdon. Bourn Primary Academy joined as the first Associate Member in 2021.

Our Secondary schools are: Comberton Village College (and Comberton Sixth Form), Cambourne Village College, Melbourn Village College and St Peter's School (and Sixth Form), Huntingdon.

The Trust strives for 'Excellence for All' and at the heart of this are six core principles which drive everything it does.

These are:

The Excellence Principle – Education must be of the very highest standard

The Comprehensive Principle – Education must be for all kinds and abilities

The Broad Education Principle – Education must incorporate a broad range of subject areas and personal development

The Community Principle – Every Academy must be at the heart of its local community and serve it well

The Partnership Principle – Each Academy must seek to work positively in partnership with others for mutual benefit

The International Principle – The curriculum inside and outside the classroom must have a clear international dimension.

## Benefits

We offer the following benefits, designed to promote your wellbeing and make your time with The Cam Academy Trust satisfying and rewarding.

### Core benefits

- Holiday – Up to 30 days' paid holiday a year plus bank holidays for full time non-teaching staff (statutory leave for teaching staff)
- Paid leave – enhanced sick pay, maternity pay and adoption leave pay (linked to service) and paid leave for unforeseen personal situations
- Pension – a generous defined benefit pension with the Local Government Pension Scheme or Teachers' Pension Scheme
- Death in service payment – lump sum payment and an ongoing pension for your partner & children (subject to conditions & membership of our pension scheme)

### Health and wellbeing

- Employee counselling and support – free, independent 24/7 help and advice for work-related issues, as well as problems affecting your home life
- Wellbeing groups – arrangements may differ from school to school (secondary school staff)
- Environment – good working environment with excellent facilities (facilities may differ from school to school)

### Professional development

- Professional development – full and part-funded training courses and a wide range of learning opportunities available to all staff
- The College sees staff support and development as a key priority to support high quality teaching and learning. All staff will be part of the College's performance management scheme. They will have a team leader who will set agreed targets for the year. The team leader will monitor and review performance, including classroom teaching. The College will support the continuing professional development of all staff. The Trust provides a range of different conditional professional development (CPD) courses tailored to the needs and experience of staff. These courses are part of entitlements to enable staff to develop with meaningful CPD at different points of their career.

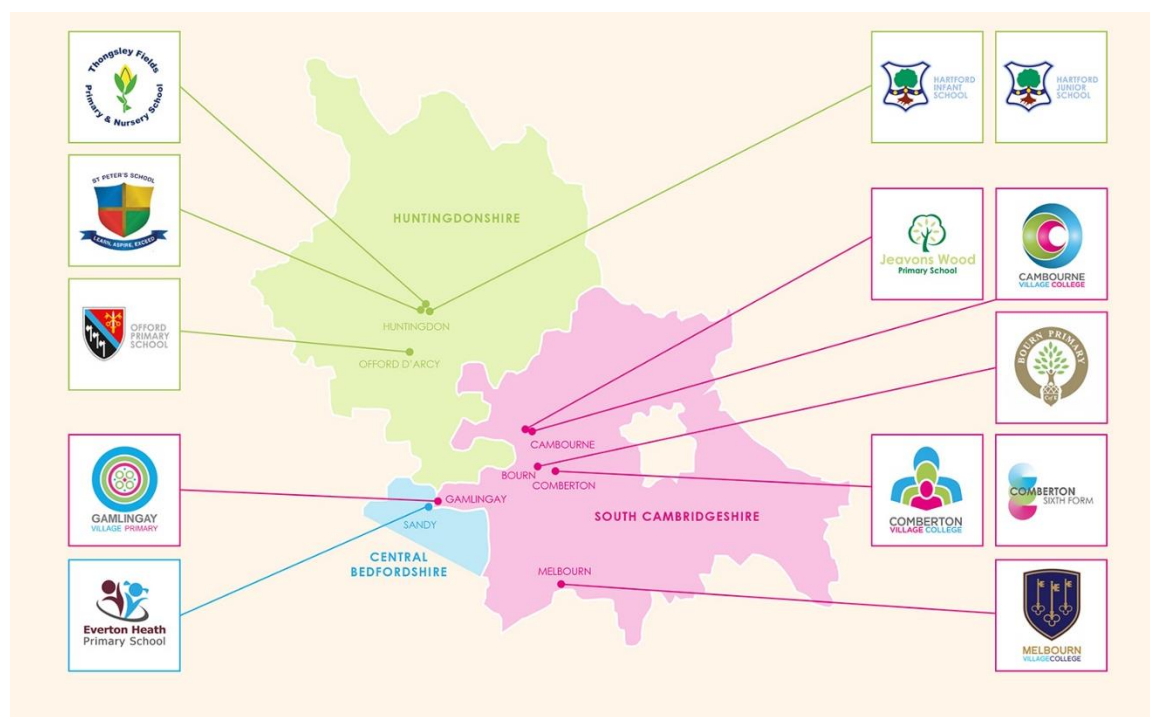
### Employee discounts

- Car parking – free and on-site
- Hot drinks – tea & coffee making facilities provided for all staff
- Cycle-to-work scheme – save £££ on a new bike and accessories
- Subsidised membership to the [Chartered College of Teaching](#) (teaching staff)

### Work-life balance

- Flexible working – all staff can make a request to work flexibly
- Teacher cover - We have Cover Supervisors reducing the amount of cover required by teachers and PPA periods are on timetables and not used for cover purposes (school teaching staff)

## Our Schools



### Comberton Village College & Comberton Sixth Form



Comberton Village College is a thriving community of approximately 1800 students, including 500 in the Sixth Form which was added to the school in 2011.

It was established in 1960 as part of Henry Morris' vision for schools being village colleges at the heart of their community and not just places for children to learn. It has a vibrant Adult Education department as well as an on-site Sports and Arts Centre, including a full-size artificial football pitch and spacious performance hall. Current improvements to the much-extended site include the installation of a £multi-million ground-source heat pump to move away from the use of oil.

### Cambourne Village College

Cambourne Village College opened as a Free School in 2013 as the first new village college in Cambridgeshire for 30 years. It serves the community of Cambourne, a group of villages located between Cambridge and St Neots.

It has been repeatedly grown since its inception and now has plans for further expansion to include a sixth form from 2023 and further capacity to match growing demand for families moving into Cambourne West, the fourth of the villages it serves. It, too, offers extensive arts and sports facilities for community use.

It was the first school in the Trust to equip its students with iPads, an initiative now being rolled out across the Trust.



## Melbourn Village College



Melbourn Village College is the smallest and oldest of the village colleges in the CAT community. With around 600 students in Years 7-11, it still offers an innovative curriculum with Mandarin taught to all from Year 7 with the option to take the language at GCSE level and, recently, at A Level in conjunction with Comberton Sixth Form.

Melbourn is undergoing considerable investment and improvement with a new artificial pitch that opened in late 2021 and work due to start on upgrading classrooms in summer 2022.

## St Peter's School, Huntingdon

St Peter's School is located in the heart of Huntingdon and offers a nurturing and supportive environment for around 1200 students from a diverse multi-cultural catchment.

The school joined the Trust in 2016 and has undergone significant change with Ofsted now rating it as a 'Good' school. There has also been major investment in its buildings and infrastructure with a complete refurbishment of the Sixth Form and more work scheduled for Summer 2022.



## Everton Heath Primary School



Located just over the Bedfordshire border, Everton Heath is the smallest school in the Trust with just over 70 students. However, the installation of two new classrooms in 2021 has given it capacity to grow.

It has joined forces with larger neighbours, Gamlingay Village Primary (less than two miles away) and the second smallest Trust school, Offord Primary, in a new collaborative West Village Partnership. It is a catchment school for Comberton Village College.

Everton Heath Primary School is part of the newly formed West Village Partnership.

## Gamlingay Village Primary

Established as a full primary school by the Trust in 2018 from Gamlingay First School, it was relocated to the former middle school site following a major upgrade to the existing buildings.

It is now a thriving school for more than 380 pupils and includes specialist primary provision for students on the autistic spectrum, many of whom go on to Comberton Village College's similar secondary offering as Comberton is the school's designated 11-16 provider.



Gamlingay Village Primary School is part of the newly formed West Village Partnership.

### Hartford Infant and Preschool



Renamed in early 2022 to reflect the addition of a bespoke preschool, the team are proud of their caring, secure and purposeful environment to nurture youngsters at the start of their educational journey.

The school shares a site with the Junior School in a suburb of Huntingdon and most pupils make the natural transition across the playground before going on to St Peter's, allowing them the full educational experience within the Trust.

### Hartford Junior School

Hartford Junior School has two-form entry at the start of Key Stage 2 with the majority switching from the Infant School next door.

Rated 'Good' at their first inspection since joining the Trust in 2017, they are proud of their progress in recent years, based on their ethos of 'effort, encouragement and excellence'.



### Jeavons Wood Primary School, Cambourne



Jeavons Wood is one of four primary schools located in the growing South Cambridgeshire community of Cambourne and is a feeder school for Cambourne Village College.

It has more than 400 pupils in a modern, airy building constructed 10 years ago and works unswervingly to support all their pupils both socially and academically.

### Offord Primary School

The newest full members of the Trust, Offord joined in 2019 and undergone significant changes with a new headteacher and the recent collaborative partnership with Gamlingay and Everton Heath.



They are the first primary school in the Trust to obtain enough iPads for every pupil after securing a generous donation from a local charity which supports education in Offord D'Arcy and Offord Cluny.

Offord Primary School is part of the newly formed West Village Partnership.



## Thongsley Fields Primary & Nursery School, Huntingdon

Thongsley Fields Primary & Nursery School was created in 2003 from separate junior and infant schools built to serve families on the Oxmoor estate in Huntingdon. They joined the Trust in 2018 and with a new headteacher are developing grand plans for their curriculum., their grounds and the provision and support for pupils and their families.

Like Hartford Junior School, they are a partner primary for St Peter's School with whom they share a Governing Body.

## Bourn Primary Academy

Bourn Primary Academy, a single form entry Church of England school, became the Trust's first associate members in September 2021, cementing an already close relationship with both Comberton and Cambourne Village Colleges, which it lies between.

All the Trust's services are available to Bourn, which is in the Comberton catchment, and they now work closely with all the other schools and staff across the Trust, sharing experiences and best practice.



## Safeguarding Children and Young People

The Cam 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. Successful candidates will be subject to an enhanced DBS check, barred list check and other relevant pre-employment checks.

## The Vacancy

Teacher of Mathematics  
Full Time / Part-time  
UPS / MPS - ECT applications welcome

Required September 2024 (or earlier)

We are a highly successful, community centred, comprehensive school with Teaching School status in a pleasant rural setting only 5 miles from the centre of Cambridge. We currently have around 1900 11-18 pupils on roll, including Comberton Sixth Form which was established in 2011 in a purpose built sixth form extension.

Our pupils are well motivated, staff morale is excellent and examination results at KS4 are outstanding. Pupil outcomes across KS4 and KS5 place us amongst the best secondary schools and colleges in the country. The school has consistently been rated by Ofsted as Outstanding over very many years. In addition to offering GCSE Maths, we also have well established programs offering GCSE Statistics, Level 2 Further Maths and Level 1 Number and Measure to both stretch and support our KS4 cohorts. At KS5 we find that more students chose A Level maths than any other A Level, and we aim to have a maths qualification to suit students who wish to continue engaging with the subject post 16 including Core Maths, Further Maths and Maths Enrichment options where students can support the students in the younger year groups with their maths.

Teaching maths at Comberton Village College is about more than producing good grades, with a significant focus on developing our pupils to be well rounded mathematicians. We offer various Maths Challenges – with AMSP and the UKMT, we run trips and we have curriculum immersion opportunities throughout the year to students of all years. Comberton Village College is also an AMSP Partner school and three AMSP Area Coordinators are based at our college.

We are seeking to appoint an excellent teacher to join our vibrant and friendly maths department. Our philosophy is to play to the strengths in our team: we have a fully resourced KS3-5 curriculum to support staff wellbeing and pedagogical development, but staff are also encouraged to teach in the way which works best for them and there is no requirement to use the centrally planned resources or to teach topics in a particular way.

This is an exciting time to join our maths department: The Cam Academy Trust are proud to be the base for the Cambridge Maths Hub. In this role we are helping every school and college access locally tailored and quality support to develop the teaching and learning of mathematics. Many new members of the Comberton maths department have gone on to lead work groups for the Maths Hub or to work for them on secondments.

The department is involved with various NCETM and Maths Hub projects and has recently become involved with the Teaching for Mastery project, with Secondary Mastery Specialists based at the school. We are proud to be a teaching school and many members of the department have a significant focus on initial teacher education and continuing professional

development. Experimenting with teaching techniques is encouraged with several members of the department being involved in research. We look forward to welcoming new team members and the ideas they bring to the department.

The school has moved to one-to-one devices for students, with all students in years 7-11 now having their own iPad. All staff also have their own iPad, as well as their own laptop, which can be used for projecting and interacting with student devices. We feel that we are still at the early stages of adopting the use of this technology and we are excited to see how we grow with this.

For suitably experienced candidates, we can offer the opportunity to teach lessons at Comberton Sixth Form. This could be teaching a class from our large cohort of A Level Maths or Further Maths pupils. We were early adopters of the Core Maths qualification and now have growing numbers of students taking this option so you could also teach this exciting course.

We have a strong track record of supporting and developing our teaching staff. Our programme includes:

- Continuing support for those in their ECT years through a guaranteed place on the highly rated Developing Effecting Teaching programme. This includes four days of specialist pedagogic support and observation opportunities.
- ECTs also benefit from additional non-contact time that can be used for coaching, observation and co-planning with an identified mentor drawn from the experienced staff in the maths department.
- For experienced teachers the school appreciates the need for time out to reflect on what makes excellent practice. Teachers are offered a place on the Developing Outstanding Teaching programme which features four days looking at high-level skills and strategies for the classroom including a focus on how coaching and mentoring can develop other colleagues and lead change in the department.
- Staff are also encouraged to participate in the many excellent Maths Hub work groups which the Cambridge Maths Hub offers.
- Many of our maths teachers have been supported to complete their Master's in Education degree.
- We are also committed to the professional development of more experienced teachers, encouraging engagement in Developing Middle Leaders courses for those interested.
- For staff interested in supporting new teachers, we offer access to the development opportunities offered through our teaching school alliance ([camteach.org.uk](http://camteach.org.uk)), including opportunities to develop as an ITT or an ECT mentor.

For further details and an application form please visit our website [www.combertonvc.org](http://www.combertonvc.org). Roles in other schools in the CAM Academy Trust may also be available for the right candidate. If you would like to see an overview of the whole school including the maths department, please go to: [www.combertonvc.org/about-us/open-evening.php](http://www.combertonvc.org/about-us/open-evening.php).

Pre-application visits to the college are welcomed and encouraged. For further information about the role or to arrange a visit, please contact Kara Earl, Head of Mathematics, at [kearl@combertonvc.org](mailto:kearl@combertonvc.org)

To apply for this position please submit a completed application form and covering letter (consisting of no more than 2 sides of A4 when printed) via email to [personnel@combertonvc.org](mailto:personnel@combertonvc.org) by **9am on Monday 11<sup>th</sup> December 2023**. Please note that if we have suitable field of candidates apply, we may close the application process before the deadline therefore early application is encouraged.

We do not accept CVs.

The Cam 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. Successful candidates will be subject to an enhanced DBS check, prohibition from teaching check, section 128 check (as required) and a medical questionnaire.

We recognise that safeguarding against radicalisation is as important as safeguarding against any other vulnerability. As such, all staff are expected to uphold and promote the fundamental principles of British values, including democracy, the rule of law, individual liberty, mutual respect, and tolerance of those with different faiths and beliefs. We believe that everyone should be treated with respect whatever their race, gender, sexuality, religious belief, special need, or disability. As part of our commitment to safeguarding and child protection we fully support the Government's Prevent Strategy.

## Information about Comberton Village College & Comberton Sixth Form



We are delighted that you are interested in our Village College. Since opening as a secondary Village College in 1960, we have been true to our roots. We still seek to serve our community and to be at the heart of that community. The school has

developed a very great deal, but our community ethos remains.

'Excellence for All' is our over-arching aim and it is the driving force behind all that we do at Comberton Village College. A long-standing national reputation for academic excellence and outstanding opportunities for all of our pupils does not mean that we rest on what has happened here. We always want every single one of our pupils to do his or her best and always seek to strengthen our work to enable this. Ofsted inspections consistently grade the overall effectiveness of our school (including the most recent inspection in February 2013) as 'outstanding'. However, we continue to look for ways that we can improve and do more and do it better for the sake of all pupils and our local community. Our very high-quality and committed staff are at the heart of this and of all that we do.

We seek to ensure that all our pupils receive a broad and rounded education that enables each of them to become capable, caring and confident. The many opportunities available outside of the formal curriculum enable a whole range of talents and attributes to be developed in all of our pupils. These include exciting opportunities overseas in line with our aim to provide education with an international outlook.

The addition of a Sixth Form in September 2011 has enabled us to offer the same excellent standard of education now also to 16-19 year-olds. It was very gratifying that all aspects of our Sixth Form were also graded as 'outstanding' at the first time of asking in February 2013. Understandably, very many students are now making the Comberton Sixth Form their first choice for their Sixth Form years.

As a village college, we remain committed to Henry Morris' vision of the college at the heart of the local community. Our community provision is a central part of our role. We see ourselves very much as an "extended school".

Comberton Village College is at a significant and exciting stage in its development as part of a multi-academy trust. When we set up the Comberton Academy Trust early in 2011, we were determined to have a Trust based on fundamental core values in keeping with the very best of Village College and community-based education in order to deliver excellence for all pupils across each of the Trust's academies. As part of this focus on the future, we took the decision in September 2016 to rename the Trust to become The Cam Academy Trust.

The Cam Academy Trust now comprises 11 academies and we work closely with them to ensure mutual support and challenge for all of the pupils they serve.

In all cases, we see all of them as part of our over-arching remit to provide excellent educational opportunities and outcomes for all pupils in a comprehensive, community context. These core values are articulated in the values of our Academy trust. These values represent our unchanging guide through these very significant and exciting developments.

We are absolutely committed to provide the very best education possible for all of our pupils and for our local community. We trust that this website helps to give you a helpful insight into that.

## Job Description

### SECONDARY SCHOOL TEACHER: JOB DESCRIPTION

#### Salary

The post holder will be paid on the appropriate point of the main scale, we often have TLR opportunities arise and there may be the possibility of a suitable candidate applying for these before January.

#### Line of responsibility

The teacher is directly responsible to the head of department on curriculum matters and the head of year for pastoral issues.

#### Job content

##### Strategic purpose

The basic duties of a teacher are outlined in the latest school teachers' pay and conditions document. They shall maintain a good understanding of whole school curriculum, assessment and pastoral policies.

##### Core responsibilities

- Teaching:
  - Plan work in accordance with the maths department schemes of work.
  - Take account of students' prior levels of attainment and use them to set future targets.
  - Set work when required for absent students.
  - Maintain good discipline by following the school's student disciplinary policies and procedures.
  - Ensure punctuality and establish a purposeful working atmosphere during all learning activities.
  - Maintain excellent classroom management with due regard to health and safety policies.
  - Set appropriate and challenging work for all students.
  - Ensure effective setting of homework and ensuring comprehensive feedback to students. For KS3/KS4 this is with the support of Sparx, and at KS5 there are centrally produced end of topic homework activities that can be used to support with staff workload.
  - Identify and work appropriately with 'special educational needs' students and 'academically more able' students.

- Assessment, recording and reporting:
  - Keep appropriate records of students' work.
  - Mark and return work set, including homework, within an agreed and reasonable time.
  - Carry out assessment programmes, as agreed by the maths department.
  - Complete records of achievement in line with school policy.
  - Complete student reports in line with school policy, reports at KS3/KS4 are not written reports to support staff workload.
  - Attend parents' evenings as required and keep parents informed about their child's performance and future targets. Parents evenings are online via school cloud and on evenings when staff are required to do this a grab bag of snacks is provided.
- Pastoral work:
  - Undertake responsibility for a form group.
  - Endeavour to build up a good relationship with the students in the form, so that they will look to the teacher for support and advice.
  - Command high standards of student behaviour and conduct at all times and support the school in its application of related policies.
  - Report issues of concern to the appropriate senior staff.
  - Maintain an accurate register of attendance and encourage good attendance.
- The teacher will be part of the school's appraisal scheme. S/he will have a team leader who will set agreed targets for the year. The team leader will monitor and review performance, including classroom teaching. The school will support the continuing professional development of all staff, to ensure that their expertise is being kept up-to-date.
- Attend and contribute to key stage, subject, team and full staff meetings.
- In relation to the school's strategic plan, contribute towards the goals and targets.
- Maintain a professional interest in educational initiatives relevant to the teacher's subject(s).

## Person Specification

The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. An Enhanced Disclosure and Barring Service (DBS) check will be carried out for the successful candidate.

| Criteria                                                                                                                                                              | Essential | Desirable | Measured                                          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|---------------------------------------------------|
| <b>QUALIFICATIONS</b>                                                                                                                                                 |           |           |                                                   |
| Good degree or equivalent qualification                                                                                                                               | X         |           | Certificate                                       |
| Holds QTS or if a current trainee be due to get QTS                                                                                                                   | X         |           | Certificate                                       |
| <b>EXPERIENCE AND SKILLS</b>                                                                                                                                          |           |           |                                                   |
| Experience and/or training in teaching across the ability and age range for KS3/KS4                                                                                   | X         |           | Application/selection process/lesson observations |
| Experience and/or training in teaching at KS5                                                                                                                         |           | X         | Application                                       |
| A continued commitment to own professional development                                                                                                                | X         |           | Application                                       |
| Good knowledge of current legislation, guidance, and policy in maths education along with how these impact on your teaching                                           |           | X         | Selection process                                 |
| Excellent standard of teaching within subject area                                                                                                                    | X         |           | Lesson observation                                |
| Management experience and/or experience of leading extra-curricular projects                                                                                          |           | X         | Application/ Selection process                    |
| Ability to establish a safe and stimulating environment for students, rooted in mutual respect                                                                        | X         |           | Lesson observation                                |
| An ability to motivate young people and relate positively towards them                                                                                                | X         |           | Lesson observation/Selection process              |
| To be committed to promoting good progress and outcomes for students in maths                                                                                         | X         |           | Selection process/References                      |
| Demonstrating an understanding of and taking responsibility for promoting high standards of literacy through oracy and the correct use of standard English            | X         |           | Application/Lesson observation/Selection process  |
| Have a clear understanding of the needs of all students and be able to use and evaluate distinctive teaching approaches to engage and support them                    | X         |           | Lesson observation/Application                    |
| <b>INTERPERSONAL SKILLS</b>                                                                                                                                           |           |           |                                                   |
| Experience of child-safeguarding issues and successful use of measures that promote and ensure the safe-guarding of children                                          | X         |           | Selection process/References                      |
| Supportive approach to school ethos, policies and activities                                                                                                          | X         |           | Selection process                                 |
| Effective communication skills with staff, pupils, and parents                                                                                                        | X         |           | Application/Selection process                     |
| Willingness to be involved in the wider life of school<br>Enthusiasm for participating in extra-curricular activities and establish links with other curriculum areas |           | X         | Application/Selection process                     |