

# CAMBOURNE VILLAGE COLLEGE



**PRINCIPAL: CLAIRE COATES**

**CHIEF EXECUTIVE: STEPHEN MUNDAY CBE MA**

**Vacancy: Head of Year**  
**To start: 1 September 2019**  
**Salary: MPS or UPS and TLR 1D £7,853**  
**Contract: Permanent**

An Academy of



Sheepfold Lane, Cambourne,  
Cambridge CB23 6FR  
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[www.cambournevc.org](http://www.cambournevc.org)

## Information for Applicants

### The Vacancy: Head of Year

We are seeking to appoint a suitably experienced Head of Year to start in September 2019 or as soon as possible afterwards. The College operates a system whereby Heads of Year remain with their cohort as they move up through the school, allowing for strong and trusting relationships to be formed with pupils and their families.

The successful candidate will have a vital role to play in further establishing the ethos of the school and our reputation in the local community, as well as working to ensure that every pupil in their year group fulfils his or her potential in all areas of school life.

The successful candidate will be required to make a meaningful commitment to the teaching timetable and a flexible approach may be necessary, since some teaching in a non-specialist subject may be required.

The current curriculum for all year groups can be viewed on the College website:

<http://www.cambournevc.org/Whole-School-Information>

For Further information including the Job Description and Person Specification please access our website: [www.cambournevc.org/contact-us/vacancies](http://www.cambournevc.org/contact-us/vacancies)

If you would like to speak to someone about this position, and to arrange a visit please contact: Ms Philippa Boyns, Deputy Principal via email: [pboyns@cambournevc.org](mailto:pboyns@cambournevc.org)

### How to apply:

Please complete the Teacher Application Form located on the Cambourne Village College website ([www.cambournevc.org](http://www.cambournevc.org)) or TES Portal, and attach a letter of application (consisting of no more than 2 sides of A4 when printed). In your letter of application, please explain:

- The reason for your interest
- Your relevant track record that confirms you could fulfil the expectations of the role
- Your reflections on how you could contribute to the further development of Cambourne Village College as a truly excellent school

## **Applications should be submitted to:**

Mrs Josephine Jenkins, HR Officer via email: [jjenkins@cambournevc.org](mailto:jjenkins@cambournevc.org) Tel 01954 284034 or submitted on the TES Portal.

## **Closing Date for Applications: Noon on Monday 17 June. Interviews W/C Monday 17 June.**

*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 DBS check will be carried out for the successful candidate.*

## **General Information for Applicants**

### **Context**

Cambourne is a new settlement west of Cambridge. It is already a significant community and it continues to grow as further new housing is completed.

Cambourne Village College opened as a new 11-16 Academy and Free School of the Cam Academy Trust (formerly the Comberton Academy Trust) in September 2013. The College opened with six forms of Year 7 pupils and has grown by one new intake per year, our initial cohort sitting public examinations for the first time at the College in the summer of 2018. CamVC was initially built for a roll of 750 students, but has expanded rapidly to accommodate seven forms of entry, with a current roll of approximately 1050. One new wing was added in 2017, a further wing is to be constructed in 2019, and plans are underway to add a second campus of accommodation in readiness for Cambourne West, a new, substantial development of approximately 2400 homes, due to be built imminently on land adjacent to the College, This very large additional building project is planned to open in 2023, with a Sixth Form Centre on site from 2024. The school has rapidly gained the support of the local community and co-operates strongly with its catchment primary schools, all situated in Cambourne.

### **The CAM Academy Trust**

All staff at Cambourne Village College, along with those at Comberton Village College, Melbourn Village College and St Peter's School, Huntingdon, are employees of the Cam Academy Trust, whose Chief Executive is Stephen Munday. The Trust has recently become significantly cross-phase with the membership of five primary schools and more under negotiation. The schools share a number of high-level executive Trust staff, for example in Finance, IT and HR, and are working towards ever-closer educational cooperation. Cambourne Village College has worked in particularly close partnership with Comberton Village College from the outset. Most members of Cambourne staff were initially based at Comberton and many worked across the two sites for the first two years of opening, allowing subject specialists to deliver the vast majority of teaching.

### **Designations**

Following its first, very successful, Ofsted inspection, the College gained Leading Edge status and successfully bid to become a Teaching School, a designation it holds jointly with Comberton Village College, within the Cambridge Area Teaching Schools Alliance. From September 2019, CamVC will become a partner school of the Faculty of Education at the University of Cambridge, in its own right. We are actively developing our work with trainee teachers, and employ a number of Specialist Leaders of Education, to increase our capacity to take on a range of school-to-school support work. The College encourages research, with a number of staff participating at a range of levels. We are continually developing our CPL offer for our staff, with many teachers participating in Trust-based programmes.

In 2018, Cambourne Village College was a finalist in the Pearson School of the Year Awards, winning Silver in the 'Making a Difference' category – a huge accolade for a school only five years old, and a reflection of the very strong relationships already developed with the local community.

### **Standards**

Extremely high standards of achievement and pastoral care have been quickly established, as recognised by the 'Outstanding' grade in all four Ofsted inspection categories, awarded to the College in May 2015 – a rare achievement for a new secondary school in its fifth term of opening. The report noted:

'The progress of students is rapid and sustained, regardless of their prior attainment. Most students are already working at levels that would be typical for their age, and a significant proportion are on track to exceed these standards.'

'Teaching is outstanding, and consistently effective. Teachers see no barriers to rapid progress for any student and positive relationships encourage students to realise these high aspirations.'

'Students' behaviour in lessons is exemplary. They are enthusiastic about their learning and work confidently without interruption.'

An annual Cross-Trust Review process confirms these high standards are maintained.

The first set of GCSE results for the College were awarded in summer 2018. The school achieved a 'significantly above the national average' ranking for the KS4 Overall Progress 8 measure at 0.34, with the % of 5+ grades including Maths and English at Grade 4+ also 'significantly above the national average.' We are now focused on building on this excellent first set of public examination results, with projects under way to develop whole school vocabulary acquisition, pupils' skills of metacognition, and to narrow the differential between boys' and girls' achievement.

### **Broad Education**

The school's formal day runs from 8.35am to 3.00pm with 6 timetabled lessons of 50 minutes per day, run over a two-week cycle. Pupils see their tutors daily - most teachers are also form tutors - and have a weekly assembly. Details of the curriculum taught in each subject can be found on our website under the *Parent, Carer and Student Information* tab. However, we believe that education should be broad and should give opportunities to develop individual interests. Many members of staff also offer activities within a very full and wide-ranging extra-curricular programme that runs each day from 3.00 p.m. There are many school trips and visits, both national and international, supported by a central Trips Administrator.

The outlook and ethos of Cambourne Village College are fully in line with the tradition of Village Colleges established as the vision of Henry Morris in the first part of the twentieth century for community-based schooling. Cambourne Village College has, from the outset, sought to be at the heart of its community and to serve the needs of the whole village, not just our 11-16 year olds during the designated school day. The College is open on almost every evening and weekend for adult education classes and extensive community use of our excellent facilities.

A long-term project is currently under way to equip all pupils with their own iPad; this Trust-wide initiative underwent a pilot at CamVC last year and has been launched with our current Year 8 pupils with a view to this beginning from the summer term of 2019.

### **Pastoral Organisation**

Pastoral care in the College is overseen by the Deputy and Assistant Principals responsible for the supervision of the year teams. Each Year Team consists of a Head of Year, Assistant Head of Year,

administrative support, and a team of tutors. Most teaching staff will have responsibility for a tutor group and most teachers carry out 4 duties around school over the two-week cycle.

### **The Premises**

We are fortunate to work in a newly-built school, furnished, decorated and equipped to a high standard, with excellent facilities for teaching and learning. Sports facilities include 3G pitch, sports hall and gymnasium; performance facilities are under further development and include drama/dance studio and large performance hall. Music is taught in a separate, dedicated wing. High speed broadband, good access to computers and sets of class iPads enhance learning. Since its outset, the College has employed a full-time, qualified librarian. The library is a vibrant learning space and is highly valued by pupils and staff.

### **The Staff**

Our staff are highly skilled, highly committed, innovative, mutually supportive and sociable. Joining Cambourne Village College represents a remarkable and exciting professional opportunity. It offers the chance to help to establish a new and rapidly growing school whilst working within a wider high-quality Academy Trust which gives excellent possibilities for professional and career development. Staff morale is extremely high, evidenced in our Investors in People report: 'People describe high levels of camaraderie and teamwork, also the opportunity to influence change. There is shared motivation to achieve and people are loyal and enthusiastic about the Academy. There is a culture of praise and recognition, which people buy in to'. In our most recent staff survey, (November 2017) 97% of all staff agreed or strongly agreed with the statement: 'I am proud to work at Cambourne Village College.'

### **School Ethos**

All of our work is carried out in the context of our Ethos Statement, to which all members of the College were invited to contribute in the summer of 2017:

#### ***Cam VC: Aspiring to Excellence***

- *We are a dynamic, innovative and outward-looking school.*
- *We value every individual and seek the best possible outcomes for each one.*
- *Our staff is highly qualified, exceptionally committed and continually learning.*
- *We nurture mutually-beneficial partnerships which enhance our pupils' opportunities and well-being.*
- *We are sustained by collaboration, mutual support and trusting relationships.*
- *We are an open, friendly school, where all people feel they belong.*
- *We are proud to serve our community of Cambourne and want Cambourne to be proud of us.*

### ***Teaching and Learning***

- *We have the highest aspirations for all pupils and the utmost belief in each individual.*
- *We deliver a rich and diverse curriculum, rooted in the needs of our pupils.*
- *We strive to remove all barriers to learning and refuse to allow disability or social disadvantage to limit our expectations or the achievements of our pupils.*
- *We inspire our pupils through excellent teaching.*
- *We value the expertise of our subject specialists, entrusting them to hone pupils' skills and to ensure access to powerful knowledge.*
- *We access technology for optimum impact.*

- *Our teaching is underpinned by meaningful data and rigorous, accurate assessment.*
- *We work together and across departments, sharing good practice to enhance performance and relationships.*
- *We create opportunities for research and professional learning for all members of staff, through our Teaching School and wider partnerships.*

### **Our Pupils**

- *Our pupils enjoy school. They engage actively in their learning, inspired by excellent teaching and a sense of shared purpose.*
- *Our pupils are confident learners; they build self-esteem and are willing to challenge themselves, take risks and learn from mistakes.*
- *Our pupils attain standards which reflect their full academic potential.*
- *We foster imagination, adaptability, resilience and ambition.*
- *We create opportunities for every pupil to build independence, teamwork and leadership.*
- *Pupils treat each other and staff with respect and consideration.*
- *Positive behaviour is an inherent expectation.*

### **Leadership**

- *Our leadership teams guide the school with vision and discernment.*
- *All leaders are role models: they act with integrity, are highly visible, and are approachable by all.*
- *Teaching and learning is at the heart of all decision-making.*
- *We believe in devolved leadership; middle leaders are highly trusted and empowered to have impact.*
- *All staff have opportunities to contribute their expertise to strategic school decisions.*
- *Communication across the school is direct and timely.*
- *Our leaders know the staff, communicate how much they are valued, and seek to sustain their well-being.*

### **Parents**

- *We seek to engage with all parents in relationships based on mutual trust and respect.*
- *We believe in frequent and open communication, aiming to work with parents to maximise each child's school experience*
- *We have policies that are clear and easily understood, encouraging parental engagement and support.*
- *We maximise the use of technology to ensure full and swift communication.*

### **Community and Partnership**

- *We are a Village College and embody this ethos.*
- *We work in full co-operation with our Trust partners to enhance all our pupils' education.*
- *We build local partnerships across all phases of schooling to ensure cohesive educational experiences.*
- *We engage with our local business community to sustain growth and opportunities for our mutual benefit.*

- *We work with our Locality Team, social and health workers, and all other relevant agencies to integrate support and sustain our pupils' well-being.*
- *We seek international partnerships to widen our pupils' understanding of their place in our world.*