

HEAD OF SIXTH FORM**To start: September 2018****Salary: Leadership Scale****1. THE COLLEGE**

Comberton Village College was opened in 1960. As a Cambridgeshire Village College, it was designed to be a centre for the life of its community and to provide quality education for pupils aged between 11 and 16. This remains the case today.

In 1974, the school became fully comprehensive and, in April 1993, it became grant-maintained. It changed to a Foundation School and more recently became a Foundation School with a Trust: the Comberton Educational Trust. In February 2011 the school became an Academy overseen by The Cam Academy Trust. The pupil roll is around 1,800 while over 2,000 adults use the college for a wide range of continuing education and leisure activities. A £7 million building programme was completed in 2003 that significantly enhanced a whole range of the school's facilities, including major new leisure facilities. A further £4 million building project provided further specialist teaching and learning facilities across a range of subject areas and has been in use since September 2009.

A new Sixth Form opened in September 2011 following the completion of a £9.5 million building project. It offers a strong suite of academic courses, across the subject areas in conjunction with The AQA Baccalaureate, as well as applied courses. This exciting development has enabled students from Comberton to complete their sixth-form studies with us as well as providing opportunities for students from other local schools. There are already more than 360 students in the Sixth Form and this is set to expand further.

2. THE CAM ACADEMY TRUST

In 2011, The Comberton Academy Trust (CAT) was formed. It enabled Comberton Village College to convert to Academy status in 2011. Following this, the Trust has taken on further Academies and was renamed The Cam Academy Trust in 2016:

- Melbourn Village College, an 11-16 Academy in Cambridgeshire. This Academy joined the Trust in September 2013.
- Cambourne Village College, an 11-16 Academy in Cambridgeshire, close to Comberton Village College. This was opened as a new Free School by the Trust in September 2013, initially with an intake of Year 7 students only. It serves the new and developing community of Cambourne which was formerly in the catchment area of Comberton Village College.
- Gamlingay First School (now a full primary school) and St Peter's, Huntingdon, both joined in September 2016.
- Hartford Infants and Hartford Juniors joined in January 2017.
- Jeavons Wood Primary School, Cambourne, joined in July 2017.

There is the possibility that the Trust could develop further, with other schools currently holding discussions about joining. We are seeking to ensure that all Academies in the Trust work in effective partnership with each other and that there are opportunities for staff to share ideas and resources. For some staff, there will be opportunities to work in more than one Academy.

3. DESIGNATIONS

Comberton Village College has worked significantly with other schools and in outreach projects from 2001 onwards. This dates various of the designations the school received between 2001 and 2007:

- Specialisms in Sport, Languages and Applied Learning
- Training School and Leading Edge Status

Associated with this, 15 teaching staff were designated as Advanced Skills Teachers and have worked in different ways with other schools.

In July 2011, Comberton Village College was designated as one of the first wave of Teaching Schools in the country. It now works with a number of other schools, including other designated Teaching Schools, as part of the Cambridge Teaching Schools Network to provide:

- Initial Teacher Training. We are significantly involved with ITT, including through partnership with the Faculty of Education, Cambridge and through our own SCITT.
- Continuing Professional Development. We provide a number of activities relating to CPD. Many staff in the CAT Academies are able to benefit from these.
- School-to-school support. Staff are involved with supporting achievement in other schools. This includes those designated as Specialist Leaders of Education.
- Research. Many staff are involved in research, including studying for higher level qualifications.

4. STANDARDS

Comberton Village College has received a full Ofsted inspection on three occasions since 2000: in 2004, 2007 and 2013. On each occasion, the overall effectiveness grade has been 'outstanding'. In the latest inspection in 2013, every aspect of the school's provision was judged to be 'outstanding'. This included the first judgement on Sixth Form provision, where both teaching and achievement were both clearly deemed already to be 'outstanding'. The short summary was:

"Comberton Village College is a highly successful school which enables its pupils to achieve not only academic excellence but also to become mature, confident, thoughtful and rounded individuals with clear goals for their future lives."

Pupil achievement is consistently high. Typically at KS4, 80% of pupils have achieved at least 5+ A*-C grades, including English and Maths, at GCSE or equivalent with 40% of grades at A*/A. In 2017 79% of pupils achieved grade 4+ in English and Maths. Value added measures indicate excellent progress for all types of students; the progress8 figure for 2017 was +0.58. Achievement has been excellent from the outset in the Sixth Form with the significant majority of all grades achieved by students being A*-B. University admissions are very strong including students gaining places on competitive courses at the most selective universities, including Oxbridge.

5. BROAD EDUCATION

The school's formal day runs from 8.30am- 2.50pm with six timetabled lessons of 50 minutes. Pupils see their tutors daily and have a weekly assembly.

However, we believe that true education is broad and should develop character and individual interest. Given this, there is also a very full and wide-ranging extra-curricular programme that runs each day from 3.00pm. There are also many school trips and visits, both national and international. We have significant school partnerships that involve exchanges in Europe, Peru, South Africa, Japan, China and Mozambique.

We consider the following as very important:

- Our major Duke of Edinburgh programme. Most pupils do the Bronze award with many continuing to Silver. Some now also progress to the Gold award in our Sixth Form.
- We have held the Arts Mark Gold Award for a number of years, a symbol of our commitment to excellence and breadth in Arts education and provision.
- We have been accredited as a British Council International School since 2002, a sign of our commitment to the international dimension of education.

6. AIMS AND VALUES

At the heart of what we do are fundamental aims and values relating to education. The Cam Academy Trust has five core principles that must be central to all Academies in the Trust. These have been at the heart of Comberton Village College for many years:

- The Excellence Principle. Education must be of highest of standards and lead to high achievement.
- The Comprehensive Principle. Excellent education must be for all pupils of all types and abilities.
- The Community Principle. Education should be rooted in and serve its local community.
- The Partnership Principle. We should always look to work in effective partnership with others for mutual benefit.
- The International Principle. There must be a clear international dimension to education.

Within these over-arching principles, we seek to ensure that all of our pupils reach their full, positive potential and become:

- **CAPABLE** in the skills relevant to their future lives and in having the knowledge which will increase their understanding, appreciation and interest in the world in which they live.
- **CARING** of others and considerate of the mutual dependence human beings have on each other.
- **CONFIDENT** of their worth because they have developed their strengths, understood their weaknesses and learnt that they can achieve success

7. THE VACANCY

HEAD OF SIXTH FORM

Leadership Scale

We can offer you a thriving Sixth Form with purpose-built facilities of the highest quality, alongside a friendly and supportive environment. You will lead a team of dedicated and talented staff who are fully committed to providing an outstanding education for our students: this includes four deputy heads of Sixth Form responsible for leadership and guidance, support, additional studies and higher education as well as twelve 6th form tutors. Administrative support is available from the services of a post-16 manager and 6th form admin assistant.

We currently have a total of 360 students with this figure set to grow following continued increases in applications for places: the Sixth form is set to grow further with the development of an additional 6th form campus as part of expansion plans at our sister academy, Cambourne Village College, 8 miles to the west of Comberton. Upon completion in 2024 total 6th form numbers are set to exceed 700 across both campuses.

Sixth Form students at Comberton have the choice of over 30 A- Levels and level 3 BTEC qualifications: recent achievement has been outstanding with 71% of grades at A*-B and 90% at A*-C. Students are highly successful in securing first choice university places, including Oxbridge and Russell Group universities. Our students are also notably successful in gaining places on competitive school leaver programmes and high – quality apprenticeship opportunities.

Fuller job description details are as follows:

- Responsibility of the day-to-day running of the sixth form, academic progress and pastoral welfare of the students.
- Line management of the sixth form leadership team (4 Deputies and the Post-16 Manager)
- Lead the annual student recruitment, admission and induction process.
- Monitor and evaluate students' progress and develop effective intervention strategies.
- Manage and lead the 6th form management team and 6th form tutor team.
- Represent the 6th form at the Senior Leadership Group and Governors' meetings.
- Represent the 6th form at all Cambridge Area Partnership Liaison Group events.
- Monitor and develop the 6th form curriculum offer.
- Planning and preparation of prospectus and publicity materials.
- Oversight of taster lessons /taster days
- Chairing the half- termly 6th form Subject Leaders' meeting
- Analysing 6th form data systems, including L3VA, PANDA and ALPS.
- Open evening preparation and planning along with attendance at Cambridge Area Partnership 16+ evenings to promote CSF.
- Development of effective internal and external recruitment strategies, to include liaison with pre-16 providers.
- Fulfil allocated duties and supervision within the 6th form.
- Take a proportionate share of yr11 guidance interviews and post-16 CAP application interviews.
- Be involved with yr11 into yr12 and yr12 into y13 interviews during August/September.
- Be available to provide student advice, support and guidance as required.
- To take an appropriate share of wider, whole - school Senior Leadership Group responsibilities.

If you are interested in applying for the post please return your completed application to com-personnel@combertonvc.org or via post by **midday on Monday 26th March**

Should you wish to discuss the post further or arrange a visit please contact Peter Law, Head of School, by email : PLaw@combertonvc.org

Closing date for applications is midday Monday 26th march. Interviews will be held on Thursday 19th April

Stephen Munday,
Executive Principal

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.