

Hampton Lakes Primary School

Hampton East, Peterborough.



**Early Years Foundation Stage Leader
Recruitment Pack
December 2019**



Hampton Lakes Primary School

Hampton East, Peterborough

Hampton Lakes is a new 4 - 11 primary free school which opened in September 2019 to an initial intake of 26 children in reception. From 2020 the school's PAN will rise to 60 and will grow into a two form entry primary school, with 420 children. Hampton Lakes is part of the Hampton Academies Trust who also run the highly successful and popular Hampton College and Hampton Gardens schools.

Required September 2020

Early Years Foundation Stage Leader

TLR 2a £2,796 per annum

We currently have a fantastic opportunity for a dedicated and driven teacher who is passionate about Early Years to join the Hampton Lakes team in September when we move into our new brand new school building. Working with the Head of School you will play an instrumental role in building and developing our Early Years Foundation Stage, implanting and embedding the EYFS vision, working with drive and enthusiasm to secure long-term success of the school.

You will lead the EYFS team, modelling effective methodology and practice and will inspire the team to ensure high quality education for all. We are looking for a resilient and motivated individual who has a deep rooted appreciation of childhood, coupled with a comprehensive understanding of the primary curriculum and a strong desire to nurture children as they grow into independent, highly motivated learners. You will be a reflective leader, displaying professionalism and commitment to all areas of school life.

To further develop and build the Trust's focus on good quality and inclusive education, we are excited to be able to offer a high quality nursery provision on the Hampton Lakes school site for 3 and 4 year olds. It is anticipated that the nursery will be in a position to open in 2021. This presents a unique opportunity for the EYFS Leader who will coordinate this provision and play pivotal role in the planning and development of the nursery alongside the Head of School.

For further details and to download a recruitment pack and an application form please visit the Hampton Academies Trust website: <http://www.hamptonacademiestrust.org.uk/jobs/>

The closing date for applications is 9.00am on Monday 20 January 2020

Interviews will be held week commencing 27 January 2020

To apply please return your completed application form, together with a letter of application (no more than 2 sides of A4) outlining how you meet the Person Specification by the closing date outlined above. CVs are not accepted and should not be included with your application.

Hampton Academies Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be required to undergo an Enhanced Disclosure and Barring Service Check from the Disclosure and Barring Service (DBS).



Dear Applicant

Thank you for requesting details for the permanent position of EYFS Leader at Hampton Lakes Primary School.

The successful candidates will be joining the school at an amazingly exciting time as we prepare to move into our brand new, purpose built school in Hampton Gardens to meet the demands of a new and rapidly growing township. Our School will grow year by year and in September 2020 we will have 30 children in Year 1 and 60 children in Reception. We anticipate the opening of our 26 place nursery once we are established in the building during the course of the academic year.

We are looking to recruit, for September 2020, enthusiastic, committed and resilient professionals to join our very small Teaching and Learning Team, as Phase Leaders for EYFS and KS1 who will be instrumental in the growth and development of the school. You will have a deep rooted appreciation of childhood, coupled with a comprehensive understanding of the primary curriculum and a strong desire to nurture children as they grow into independent, highly motivated learners. You will strive to ensure the education that takes place in our school is a real adventure, and an experience that promotes a love for learning.

All staff in our school share the Trust's vision that all pupils will leave our school with excellent academic outcomes and a clear purpose for the next stage of their lives.

Our recruitment pack gives details of the post, the recruitment process and also the history and development of Hampton Lakes Primary School and the HAT. This is a unique and exceptionally exciting opportunity for those wishing to develop their career and I hope you will feel inspired to apply for one of these positions. I look forward to receiving your complete application.

In the meantime, if you have any queries please contact our HR Department before the application deadline on 01733 246824.

Yours sincerely

Miss Zoe Trigg
Head of School



Vision and Values

Our vision as a Trust is to meet the needs of our students and equip them to fulfil their potential.

We value people:

- Our schools will be welcoming places, at the heart of our community, valuing all people and their talents, beliefs and cultures equally;
- Students will feel safe and respected as individuals at school; they will feel happy to come to HAT schools to learn;
- All staff will feel valued, informed and involved in decision making;
- Parents and carers will feel well informed, and involved in their child's education.
- We recognise families as sources of love and care for their members, and as the basis of a society in which people care for others.

We value learning:

- HAT schools will provide for high quality teaching and learning, involving challenging and enjoyable activities; this will enable our students to think, and to produce high quality work;
- Our curriculum will cater for a wide range of ability and talent, and will provide students with a broad, general education of the highest quality. We will provide an outstanding choice of extra-curricular activities.

We value positive behaviour:

- HAT schools will have a positive ethos, which emphasises respect, responsibility and participation;
- Students will be encouraged to grow spiritually, morally, socially and culturally;
- We will place a high emphasis on maintaining positive relationships with students based on honesty and fairness;
- We will expect all members of the HAT school community to act with courtesy, respect and good manners;
- We will emphasise the pleasure in learning, and we will do our best to make sure that fun is part of the experience for all at HAT schools.

We value health:

- HAT schools will promote the importance of healthy living, and we will emphasise its impact on learning;
- In all areas of operation, HAT will stress the importance of healthy eating; students will be encouraged to drink water in most classes;
- All school sites are no-smoking areas at all times;
- We believe that the health and safety of students, staff and visitors are of paramount importance, and they will always be our first considerations;
- We will work with students, parents/carers and relevant external agencies to promote safe travel to and from school;
- In the interest of safety, students will receive clear messages about items that should not be brought onto HAT premises, or on school visits.

**We value leadership:**

- HAT schools will be well governed, managed and led, having excellent relationships with other schools and agencies. Resources will be used effectively to support learning;
- Students will be offered opportunities to show responsibility, and to develop leadership skills.

We value our community:

- HAT schools will emphasise the opportunities and responsibilities that life in a large community can bring;
- We will make our facilities available to members of our community for learning and for leisure;
- HAT schools will enhance community life;
- Students will be made aware of the positive roles they can play in our global community;
- Students will learn to respect religious and cultural diversity.

We value our environment:

- We will provide an outstanding learning environment: stimulating, colourful and well cared for;
- Students will learn to respect their environment at a local, national and international level.

We value the future:

- We will develop the next generation of citizens and leaders, willing and able to play active roles in their communities;
- We will lead out into the world young people who feel positive about themselves and demonstrate a passion for life, who respect the rights of other people and who are ready to make their mark.

Information about Hampton Lakes and Hampton Academies Trust

Hampton Academies Trust (HAT)

The **Hampton Academies Trust** was formed in September 2014 when Hampton College (a 4-19 all-through school) became a converter academy and formed a multi-academy trust. One of the drivers for conversion was to allow us to bid for other local opportunities. In September 2017 we opened Hampton Gardens as a new secondary free school. Hampton Lakes Primary School is scheduled to open in 2019 and will be a feeder school for Hampton Gardens. This means that we have the exciting opportunity to plan to work with children, young people and their families from the ages of 4 through to 19.

Our vision is to be an outstanding locality based, cross -phase MAT. We are growing our MAT steadily and are in the process of bidding to open the second new primary to the east of the A15 in the latest free school round (Wave 13). The name of the trust reflects our local focus and we have no current plans to expand our operations beyond the Peterborough area. We are not a corporate MAT (and do not want to be) and neither are we part of a regional/national chain. Our vision is to retain our 'homegrown' status and manage our growth in a sustainable way. We believe that MAT working can be most successful when you concentrate on what you know best, in the community you are invested in.

We believe that developing in this way will enable us to provide an excellent education for the



children and young people of the area, as well as offering our staff unrivalled promotion and professional development opportunities.

Hampton Lakes Primary School



Hampton Lakes is a 4-11 primary free school, which opened in September 2019 to an initial intake of 26 children in reception on the Hampton College Primary Phase site. From 2020 the school's PAN will rise to 60 and we will grow into a two form of entry primary school, with 420 children. There will be on-site nursery provision, with 26 places, which we anticipate will open during 2021.



Hampton Lakes has been designed by the same architects as Hampton Gardens School (Frank Shaw Architects) and Interserve are the contractors for the construction.

Construction is now well underway and making very good progress. We are on track for the building to be fully completed in the Summer, ready for a September 2020 opening.

Our current reception children enjoyed their site visit recently to see how the building works were progressing and are very excited to move into their brand new school next year.



Hampton Lakes Facilities

The state of the art school buildings and grounds include the following design features:

- A generous school hall suitable for whole school gatherings such as assemblies, performance work, PE, student dining and out of hours community use
- A library/learning resource centre that actively promotes a love of reading at the heart of the school
- Spacious outdoor areas and a green campus
- Classrooms organised into year bases
- A practical work classroom suitable for Science, Technology, Food and Art
- Purpose built nursery accommodation



Hampton College

Hampton College was the first school in the Hampton Academies Trust and has been open for thirteen years. The College has enjoyed a high degree of success both in terms of public examination results and recognition from Ofsted (four full inspections all *Outstanding* or *Good*).

The College opened in September 2005 with a roll of just 180 students in Years 7 and 8. In September 2009 we welcomed our first cohort of Sixth Form students and from September 2010 our secondary school was complete with students in all Years from 7-13.



The current roll at Hampton College is 1530, including 420 in Primary Phase and approximately 175 in the Sixth Form.



Hampton College Primary Phase



In order to meet the unprecedented demand for primary places on the Hampton development, the Local Authority asked Hampton College to open the Primary Phase in September 2012. We housed 60 reception children in temporary accommodation on the Hampton Hargate Primary School site whilst Hampton College Primary Phase was being built. In September 2013, the brand new Primary Phase building opened, next to the secondary phase's campus. In September 2018 the Primary Phase has reached its full capacity, serving the full primary age range, with 420 primary students on roll.

The model for the primary phase's growth, one year at a time, is exactly how Hampton Lakes will grow, although there remains some flexibility to accelerate this in the light of local demand. We believe we have been innovative in relation to teaching and learning and have been piloting ways of working which encourage primary and secondary teachers to work together. A number of colleagues already teach or support across phases and we anticipate this will increase further as the trust grows.

Hampton Gardens School





Hampton Gardens School opened in September 2017 as a new secondary free school. The school initially opened with a small number of staff and 180 Year 7 students. From September 2019, the school has 600 KS3 students on roll and 47 in sixth form, who are part of the joint Sixth Form with Hampton College. The school currently self-evaluates its provision as *Good* with *Outstanding* features and we expect our first post-opening Ofsted inspection during 2020.

Vision and Values: Since opening the trust's first school, Hampton College, we have emphasised two key themes: 'People' and 'Learning'. We believe that positive working relationships are the key to effective learning, and we work hard to ensure that students and staff feel safe, valued and happy in their work.

Ofsted

It is the trust's aspiration that all of its schools are, or are working towards being rated as *Outstanding* by Ofsted. Hampton College is currently Good (at all phases, last inspection May 2017), and we are clear that the expectation for Hampton Gardens is that it should be *Outstanding* from the outset. Hampton Lakes Primary School will be well placed to develop *Outstanding* practice from its inception and the trust's expectations will be aspirational from the very beginning.

Curriculum: Hampton College Primary Phase has well developed schemes of work across the primary age range. The Head of School at Hampton Lakes will be able to work with trust colleagues to review, develop and refine the curriculum. Hampton College currently uses the Cornerstones Curriculum at KS1/2.

Community: Hampton Lakes, together with Hampton Gardens School, will make an important contribution to putting 'heart and soul' into the new Hampton East development, and bringing the community together. We are a venue for learning and leisure and are developing a range of activities and events to meet local need. We also work in partnership with Vivacity, who operate a public library and sports centre on our Hampton College campus.

The role

We are currently looking to appoint an outstanding EYFS Leader for September 2020. You will be joining the team as we move into our brand new purpose built building. This is a very exciting time to join Hampton Lakes as we continue to grow and develop our new school. You will play a pivotal role in developing the EYFS vision, with creativity and high standards at its core.

We are looking for a leading practitioner, who will model effective methodology and practice that will inspire the Early Years team members to ensure a high quality education for all within the positive ethos and core values of both the school and trust.

You will be a resilient and innovative individual who will relish this unique opportunity to work alongside the Head of School to both embed our Reception provision, actively ensuring the highest of standards, and, to develop our new, high quality nursery provision. You will demonstrate a passion and determination to ensure its success from the onset.

If you are looking for the opportunity to progress professionally, then we can guarantee you a fulfilling and rewarding job working at Hampton Lakes Primary School.



Safer Recruitment

Hampton Academies Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will require an enhanced disclosure from the Disclosure & Barring Service.

Promotion Opportunities

As an expanding trust there are permanent posts and opportunities for promotion which arise regularly.

Applications

Please download an application form from the school website:

<http://www.hamptonacademiestrust.org.uk/jobs/>

Please return your completed application form, together with a letter of application (no more than 2 sides of A4) outlining how you meet the Person Specification by **9.00am on Monday 20 January 2020**. CVs are not accepted and should not be included with your application.

Postal applications should be addressed to **HR Department** and sent to:

Hampton Academies Trust
Eagle Way
Hampton Vale
Peterborough
PE7 8BF

Applications can also be sent by email to jobs@hamptonacademiestrust.org.uk (*All applicants applying for employment via email will be required to sign and date their Application Form if invited to attend an interview*).

Please note that only candidates shortlisted for interview will be contacted.

Closing date: 9.00am Monday 20 January 2020



Job Description

MAIN PURPOSE:	To be a leading practitioner, modelling effective methodology and practice that will inspire Early Years team members to ensure a high quality education for all within the positive ethos and core values of both the school and Trust
RESPONSIBLE TO:	Head of School
RELATIONSHIPS WITH:	Teachers Teaching Assistants Support Staff Parents Other Agencies

Main Responsibilities:

1. To lead, manage and evaluate the delivery of high quality teaching and learning in the Early Years.
2. To work with passion, drive and determination to secure the long-term success of the school, supporting and promoting the vision, values and ethos to pupils, staff, Governors, parents and the wider community.
3. To play a key role in leading school improvement.
4. To enable all individuals to achieve their potential within a happy and caring school community.
5. To teach a class of pupils ensuring that planning, preparation, recording, assessment and reporting meet their varying age, learning, social and emotional needs.
6. To hold accountability for standards achieved across Early Years.
7. To contribute to constructive team-building amongst teaching and support staff, parents and governors.
8. To have due regard for safeguarding, promoting the welfare of children and to follow the child protection procedures adopted by the school.

Teaching and Learning Responsibility:

1. To develop the EYFS vision, with creativity and high standards at its core.
2. To ensure high quality and effective assessment of pupils across the Early Years and through to the completion of the Early Years Foundation Stage profile.
3. To develop and creatively expand the indoor and outdoor Learning Environment to ensure inspiring, safe and inspiring opportunities for development and learning.
4. To coordinate and evaluate continuity and progression across the Early Years through shared practice and focused classroom observations.
5. To be a Performance Management/Appraisal Team Leader.
6. To actively promote, and act as an advocate of, Early Years pedagogy within the school community.
7. To build capacity for self-evaluation and developmental priorities and strategically plan improvements in Early Years practice.
8. To be a key contributor to the Leadership Team, supporting the ethos and standards of the school and determining its needs and priorities.



9. To be responsible for the implementation and evaluation of agreed development strategies on the School Improvement Plan in terms of measurable success criteria.
10. To work to build a collaborative Early Years team, reacting to staff needs through mentoring and mutual support.
11. To extend parental links and home/school partnerships in terms of EYFS expectations, curriculum understanding and methodology.
12. To be reflective leader, displaying professionalism and commitment to all areas of school life.
13. To inspire children to become active participants and independent learners, regardless of their starting point.
14. To ensure regular formative and summative observations are made of each pupil in the classes to monitor and maximise performance in relation to developmental bands.
15. To set and maintain high expectations of pupil behaviour
16. To set a good example to children, for example in terms of spoken language, appropriate dress, punctuality and attendance
17. To be committed to parental and community involvement and to the whole life of the school.
18. To take responsibility for further professional development and commit to staff development and training
19. To implement agreed school policies and guidelines
20. To promote and safeguard the welfare of children, carrying out and acting upon risk assessments as necessary.

GENERAL NOTES:

1. The aforementioned responsibilities are subject to the general duties and responsibilities contained in the School Teachers' Pay and Conditions Document, Burgundy Book and other conditions of service for teachers and are additional to the general duties and responsibilities of a Teacher;
2. These accountabilities do not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed;
3. These accountabilities are not necessarily a comprehensive definition of the post. It will be reviewed at least once per year and it may be subject to modification or amendment at any time after consultation with the holder of the post.

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Person Specification

POST TITLE: EYFS Leader

You will love working with children, and you will relish the satisfaction that comes from helping them to develop and to learn. You will be committed to our idea that fun is an important factor in learning. You will be an inspiration and resilient leader who will play a key role developing the Early Years Foundation Stage as the school continues to grow.

	<u>Essential</u>	<u>Desirable</u>
<u>Qualifications</u>	<ul style="list-style-type: none">• Qualified Teacher status• Educated to degree level	<ul style="list-style-type: none">• Good honours degree, namely 2:1 or better
<u>Experience</u>	<ul style="list-style-type: none">• Teaching within primary age range• Experience teaching with an Early Years setting	<ul style="list-style-type: none">• Currently working or training in UK state primary school• Leadership experience
<u>Knowledge and understanding</u>	<ul style="list-style-type: none">• Robust knowledge and a passion for Early Years• The theory and practice of providing effectively for the individual needs of all children (e.g. classroom organisation and learning strategies)• Statutory National Curriculum requirements at the appropriate Foundation/Key Stage• The monitoring, assessment, recording and reporting of pupil progress• The statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEND and Child Protection• The positive links necessary within school and with all stakeholders• Effective teaching and learning styles	<ul style="list-style-type: none">• Knowledge / an understanding of nursery provision
<u>Skills</u>	<ul style="list-style-type: none">• Ability to promote the school's aims positively• Ability to develop good personal relationships within a team• Ability to establish and develop close relationships with parents, governors and the community• Effective communication skills (both orally and in writing) to a variety of audiences	<ul style="list-style-type: none">• Ability to inspire and motivate a team• Creativity and innovation to be able to set up processes and procedures and develop a new team



	<ul style="list-style-type: none">• Ability to create a happy, challenging and effective learning environment	
<u>Personal characteristics</u>	<ul style="list-style-type: none">• Approachable• Committed• Enthusiastic• Able to motivate self and others• Calm under pressure• Well-organised• Resilient	
<u>Safeguarding Competencies</u>	<ul style="list-style-type: none">• Demonstrates empathy for the concerns of others• Shows respect for other's feelings, views and circumstances• Seeks and uses professional support appropriately• Can demonstrate flexibility of approach• Shows a personal commitment towards safeguarding children	