



The Cam Academy Trust

Teacher of Business Studies

Candidate Information Pack



WELCOME FROM THE CHIEF EXECUTIVE

Thank you for your interest in joining The Cam Academy Trust. It's a great time to join our team, as we enter a new phase of development and really look to the future.

I feel highly privileged to take on the role of Chief Executive at this time. I know that we will be able to build on the current success of The Cam Academy Trust so we can be a truly exceptional community of schools.



We are a values-driven community of schools – our six principles underpin all that we do – and we're committed to excellence. As a teacher myself, and someone who has benefited hugely from a great education, I absolutely believe in the transformational power of what we do in schools. This is particularly important for our most vulnerable young people, those who could become marginalised and not reach their potential due to their background or learning needs. It is up to us to make sure that doesn't happen.

Vibrant learning communities are built when pupils of all abilities and backgrounds thrive together, and a truly excellent education enables choice and agency for all children. This is at the heart of our comprehensive principle.

We want people on our team who are excited by the prospect of having a deep and lasting impact on the lives of young people. We want people who are honest, curious, intellectually rigorous and committed to the challenges and opportunities of innovation and collaboration. We also want people who are committed to contributing to the wider education system.

As Chief Executive, I am committed to raising standards for young people, in a sustainable way through a strong MAT operating model and an insistence on excellence whilst understanding that schools need to retain their unique identity so they can be at the heart of their communities. I also know that investing in all our people is critical to success. It is our leaders, teachers and school staff that make the difference for children every day.

Join our team and we will ensure that the six principles of The Cam Academy Trust remain at the heart of the Trust and deliver 'excellence for all', enabling all pupils and staff to thrive. If this excites you; we want to hear from you!

Claire Heald

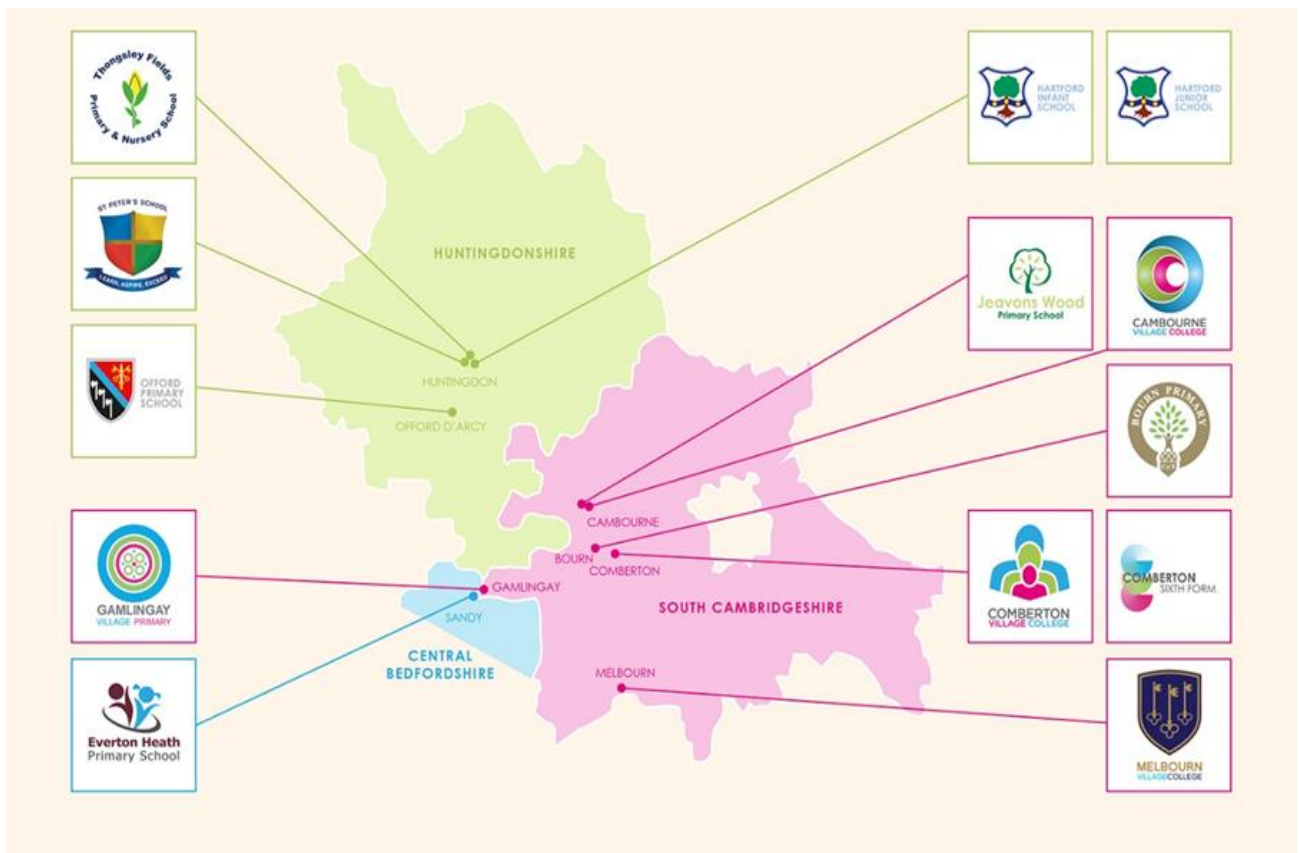
ABOUT US

The Cam Academy Trust was formed in 2011. The Trust is currently made up of seven primary phase schools and four secondary schools, three of which have sixth forms.

Our primary 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 Sixth Form), Cambourne Village College (and Sixth Form), Melbourn Village College and St Peter's School (and Sixth Form), Huntingdon.

We are entering a period of potential growth for our family of schools.



ABOUT US

Continued

CTSN SCITT

The Cam Academy Trust strongly supports the training of new teachers to become qualified members of the teaching profession. It does this through its extensive and significant role as the accredited organisation of [Cambridge Training Schools Network \[CTSN\] SCITT](#).

As a school-based provider of initial teacher training, CTSN SCITT is very much grounded in the life of its local schools and its tutors are experienced practising teachers drawn from, not only Cam Academy Trust schools, but also a wide network of schools across the region. There are over a 100 trainees training with the SCITT this academic year across its primary, secondary, part-time, full-time, salaried and non-salaried routes. It is notable that 47% of the secondary trainees teachers are in shortage subjects. Such is the strength CTSN's reputation, over the last three years more than three-quarters of its trainees were subsequently employed in local schools.

Maths Hub

The Cam Academy Trust is proud to be the base for the [Cambridge Maths Hub](#) which is promoting excellence in maths teaching across Cambridgeshire, including Peterborough, West Suffolk, King's Lynn and West Norfolk.

The Hub supports teachers to improve educational standards for students in our region from the youngest child in Early Years to Post-16 students.

The Cambridge Maths Hub offers free, high-quality Professional Development to Maths teachers across the Hub area.

The Cabins

The [Cabins](#) work in close partnership with schools to provide autistic students with an opportunity to be educated in mainstream settings.

We set high expectations for students but provide significant support from highly skilled and caring staff whose dedicated support helps pupils to cope with the challenges that they face

All our cabins strive to ensure that every pupil attains the highest possible academic achievement and that they consistently experience innovative and inspiring teaching.



THE VACANCY

Teacher of Business Studies at Cambourne Village College and Cambourne Sixth Form

Salary: MPS or UPS

Contract: Permanent

Hours: Full time

Required: September 2025 or earlier

We are seeking to appoint a motivated and inspirational Teacher of Business to join our well-resourced and growing department from September 2025 or earlier.

The appointed candidate will be part of the team successfully teaching our popular GCSE Business Studies course and will be able to contribute to at least one of our Sixth Form courses. Our Key Stage 5 curriculum offer is Business studies and Economics at A-Level, alongside the Level 3 BTEC Extended Diploma in Enterprise and Entrepreneurship. All GCSE/A-Level courses follow the AQA specifications.

The successful candidate will need to be an enthusiastic and highly engaging teacher who can demonstrate excellent subject knowledge and will ensure students have high aspirations and achieve their best. The department is led by a highly qualified specialist; our GCSE Business Studies course is over-subscribed, and results in KS4 are very strong. In addition to this highly supportive environment, the Sixth Form benefits from strong working relationships with our sister centre, Comberton Village College, and colleagues work cross-Trust in the sharing of resources, curriculum planning, and moderation.

We welcome applications from ECTs or more experienced staff. If successful, ECT's will have the opportunity to join Cambourne after completing their QTS, prior to September 2025.

Cambourne Village College is an Ofsted 'Outstanding' rated, over-subscribed secondary school, eight miles from Cambridge. We opened as an academy of the Cam Academy Trust in September 2013. Our ethos is aspirational and inclusive, our staff is highly motivated, our pupils courteous and hard-working, and we have excellent facilities. A 350 place sixth form opened in September 2024, with 175 students in each of Years 12 and 13. Joining Cambourne Village College represents a unique opportunity to work in a newly-established school within a wider, high-quality Academy Trust that gives excellent possibilities for professional and career development.

Further details are provided on the Job Description and Person Specification.

For any other information and to arrange a visit, please contact Emma McConnell: emconnell@cambournevc.org. Pre-application visits to the College are welcomed.

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 a medical questionnaire.

HOW TO APPLY

To apply for this position, please submit your completed application form and covering letter to the HR Department on hr@cambournevc.org.

Your covering letter should demonstrate how your career to date has prepared you for this post and be no longer than one side of A4.

Applications will only be accepted from applicants completing the application form in full. Please note that we do not accept CVs.

Application forms can be found on our www.cambournevc.org/contact-us/vacancies and all applications will be acknowledged.

Interviews will be offered to those applicants who best demonstrate how their skills, abilities and experience meet the person specification, taking into consideration the job description.

Visits to the school are welcome, please contact hr@cambournevc.org if you wish to arrange a visit.

For any other information and to arrange a visit, please contact Emma McConnell: emconnell@cambournevc.org

Thank you for your interest in The Cam Academy Trust.

Closing date: 09:00 am on Friday 7th February 2025

The college reserves the right to interview and appoint within the application window.

Our school is committed to safeguarding and promoting the welfare of children and young people, and we expect all our staff and volunteers to share this commitment. Appointment to this post would be subject to an enhanced DBS check and satisfactory medical and employment references



JOB DESCRIPTION -Teacher of Business Studies

Reviewed January 2025

Salary range:

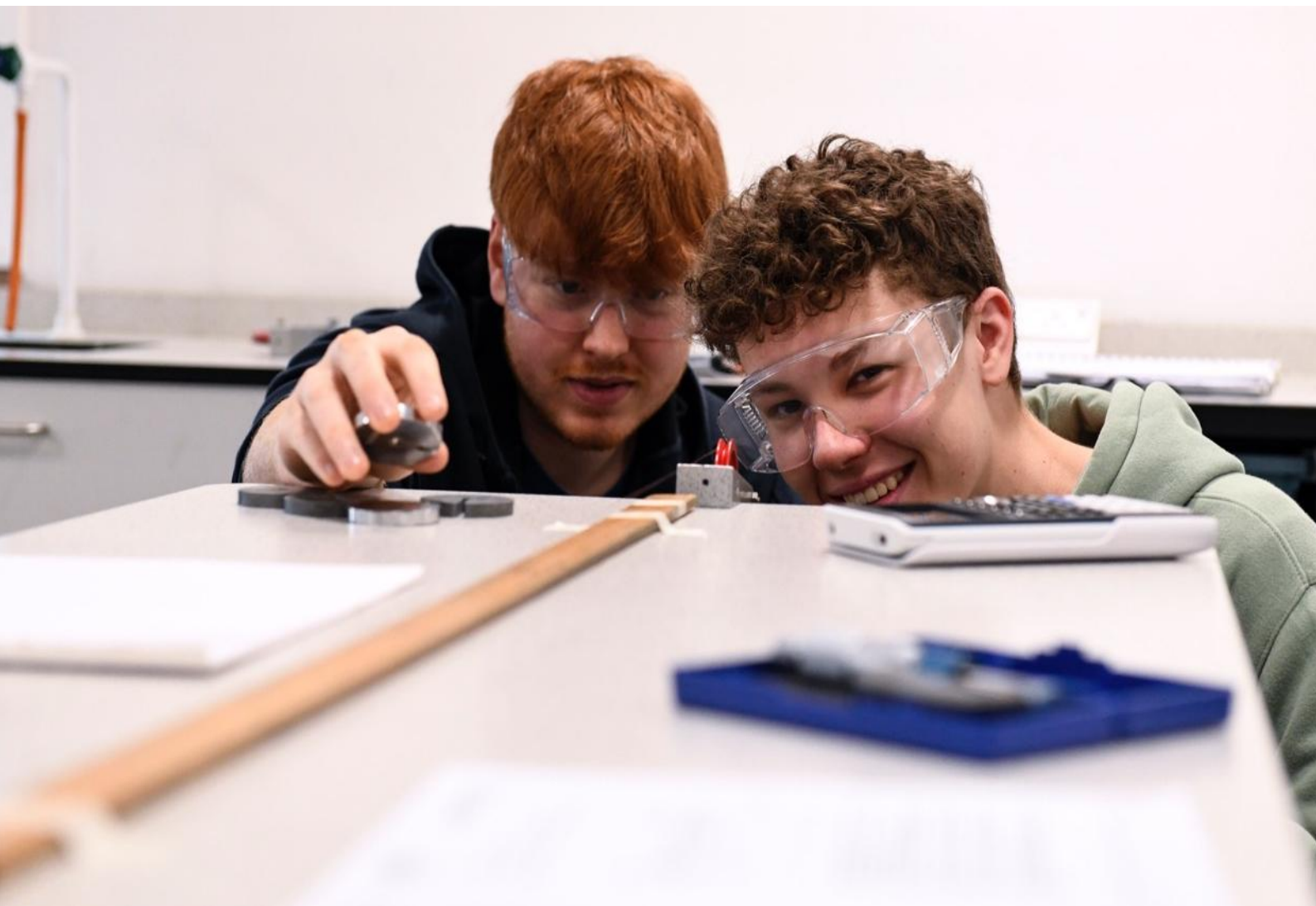
Salary: MPS/UPS

Line of Responsibility

The Teacher of Business Studies is directly responsible to the Head of Department on curriculum matters and the Head of Year for pastoral issues.

Purpose of the Role

The basic duties of a teacher are outlined in the latest School Teachers' Pay and Conditions Document. The post holder shall maintain a good understanding of whole College curriculum, assessment, and pastoral policies.



Six Core Principles

At the heart of our work lie the six core principles of The Cam Academy Trust.

These drive everything that we do.



Responsibilities of the role

Core responsibilities.

Teaching:

- Plan appropriate work for classes in accordance with departmental schemes of work and whole school initiatives.
- Identify and work appropriately with students with special educational needs and all identified student groups.
- Take account of students' prior levels of attainment and use these in planning for individuals and classes.
- Set work when required for absent students.
- Ensure an optimum climate for learning through strong classroom management, with due regard to health and safety policies.
- Maintain good discipline and ensure the College student disciplinary policies and procedures are observed.
- Ensure effective setting of homework using online platform and appropriate feedback to students.
- Attend and contribute to all required staff meetings.
- In relation to the College's strategic plan, contribute towards the goals and targets.
- Maintain a professional interest in educational initiatives relevant to the teacher's subject/s.

Assessment, recording and reporting:

- Keep appropriate records of students' work in line with college policy.
 - Mark and return work set, including homework, within an agreed and reasonable time.
 - Apply the College and Department Assessment Policy when marking students' work.
 - Complete student reports in line with college policy
 - Attend parent consultation events as required and keep parents informed about their child's performance and future targets.
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Pastoral work:

- Undertake responsibility for a form group.
- Liaise with parents as required.
- Monitor and set targets for the social and academic progress of all students in the form.
- Endeavour to build 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 College in its application of related policies.
- Report issues of concern to the appropriate senior staff
- Maintain an accurate register of attendance and do everything possible to encourage good attendance.


The teacher will be part of the College'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 College will support the continuing professional development of all staff, to ensure that their expertise is being kept up to date.

Conditions of employment:

- The above responsibilities are subject to the general duties and responsibilities contained in the written statement of conditions of employment (the contract of employment).
 - The post holder is required to support and encourage the College's ethos and its objectives, policies and procedures as agreed by the governing body.
 - The post holder should uphold the College's policy in respect of Child Protection and safeguarding matters.
 - 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.
 - The post holder shall be subject to all relevant statutory requirements as detailed in the most recent School's Teachers' Pay and Conditions Document.
 - Provision is made for planning, preparation and assessment (PPA) time, in accordance with the requirement for all teachers at a College with timetabled teaching commitments to hold a contractual entitlement to guaranteed PPA time within the timetabled teaching day.
 - The amount of guaranteed PPA time will be set as a minimum of at least 10% of a teacher's timetabled teaching time.
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- The post holder may be required to perform any other reasonable tasks after consultation.
- This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so constructed.
- This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification at any time after consultation with the post holder.
- All staff members are required to participate in the College's Performance Management scheme.

The Cam Academy Trust is committed to safeguarding and promoting the welfare of all children and young people. We expect all staff to actively share this commitment. All adults working in our Trust in whatever capacity will be part of a thorough safer recruitment process. All appointments will be subject pre-employment checks including the taking of satisfactory references and enhanced criminal record clearance (via the Disclosure and Barring Service) in line with the need to create and maintain a safe culture.



PERSON SPECIFICATION

Person Specification – Teacher of Business Studies

For 2025

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.

Qualifications	Essential	Desirable
5 GCSEs including English and Maths	√	
Degree	√	
Higher degree or further professional qualifications		√
QTS	√	
Evidence of involvement in continuing professional development activities	√	
Successful Experience of:		
Classroom teaching leading to strong pupil progress (This may include during teaching practice)	√	
Developing and implementing inspiring teaching materials	√	
Setting goals that stretch and challenge pupils of all backgrounds, abilities and dispositions.	√	
Managing challenging pupil behaviour	√	
Contributing to successful improvement strategies	√	
Monitoring, tracking and evaluating student progress	√	
Developing strategies to improve pupil performance	√	
Using a range of formative and summative assessment strategies to enhance learning.	√	
Knowledge and Skills:		
Excellent organisational skills	√	
Understanding of child-safeguarding issues and successful measures that promote and ensure the safe-guarding of children.	√	
Knowledge of current legislation, guidance and developments relating to the subject area	√	
Excellent communication skills	√	
Excellent subject knowledge	√	
Excellent classroom practitioner	√	
Ability to form effective working relationships	√	
Ability to use data effectively to analyse progress	√	
Ability to use ICT to inspire and motivate pupils	√	
Personal Attributes:		
Reflective practitioner	√	

Commitment to cross-curricular initiatives to enhance pupil progress	√	
Commitment to extra-curricular learning	√	
Willingness to embrace new technologies and software to enhance pupil progress	√	
High personal motivation	√	
Ability to inspire and lead	√	
Desire to innovate	√	
Creative approach to problem solving	√	
Optimism	√	
Resilience	√	
Empathy	√	
Honesty and Integrity	√	

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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

- Paid leave – enhanced sick pay, maternity pay, and adoption leave pay (linked to service) and paid leave for unforeseen personal situations.
- Pension – a generous 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).
- Possibility of hybrid working.

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.
- Environment – good working environment with excellent facilities.

Professional development

- Professional development – full and part-funded training courses and a wide range of learning opportunities available to all staff.

Employee discounts

- Car parking – free and on-site.
- Hot drinks – tea & coffee making facilities provided.
- Cycle-to-work scheme – save £££ on a new bike and accessories.
- Subsidised membership to the [Chartered College of Teaching](#).
- Subsidised gym membership at Comberton Sports and Arts.

Work-life balance

- Flexible working – all staff can make a request to work flexibly.



The Cam Academy Trust

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info@catrust.co.uk

www.catrust.co.uk