



The CAM Academy Trust
EYFS Phase Leader
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 an exciting phase of development and look to the future.

I feel highly privileged to lead our trust at this time. Our five year strategy – CAM30 – sets out our roadmap to becoming a truly exceptional family of schools.



We are a values-driven trust – 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 an 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 work together to deliver 'excellence for all', enabling all pupils and staff to thrive and be successful. If this excites you; we want to hear from you!

Claire Heald

ABOUT US

The CAM Academy Trust was established in 2011 and currently comprises twelve primary schools and five secondary schools, four of which include sixth forms. In January 2026, ACES Academies Trust - a Huntingdon-based multi-academy trust - merged with CAM, adding five additional schools to our family.

Our primary schools are Cromwell Academy, Everton Heath Primary School (just inside Bedfordshire), Gamlingay Village Primary, Godmanchester Bridge Academy, Godmanchester Community Academy, Jeavons Wood Primary School, Offord Primary School, Hartford Infant and Pre-School, Hartford Junior School, Harston and Newton Primary School, Spaldwick Primary School and Thongsley Fields Primary and Nursery School. 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), Hinchingsbrooke School, Melbourn Village College and St Peter's School (and Sixth Form).



ABOUT US

Continued

Teacher training (CTSN)

The CAM Academy Trust supports the training of new teachers to become qualified members of the teaching profession. We do this through our SCITT (CTSN).

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.

Our SCITT has a strong regional reputation.

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, as well as 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.

The Cambridge Maths Hub offers free, high-quality professional development to maths teachers across the Hub area.

The Cabins

Our Cabin provisions are attached to four of our schools. The Cabins provide autistic students with an opportunity to be educated in mainstream settings.

We set high expectations for students but provide expert support from highly skilled and caring staff.

All our cabins strive to ensure that every pupil attains the highest possible academic achievement and offer high levels of pastoral support.



THE VACANCY

Salary: MPS plus TLR2A £8,611 per annum

Contract: Permanent. Full time.

Start date: 1 September 2026

Place of work: Gamlingay Village Primary, Gamlingay, Bedfordshire

Are you a passionate, positive and forward-thinking Early Years practitioner ready to take your next steps in your career? Do you believe in the power of play, curiosity and creativity? If so, we would love to welcome you to our school!

We are seeking an **EYFS Phase Leader** to guide and inspire our Early Years provision, including our thriving **Pre-School (in collaboration with our Pre-School Manager)** and our two Reception classes. This is a wonderful opportunity for an energetic educator to make a meaningful impact across our Early Years environment.

About Our School

Our school is filled with **fabulous children** who arrive each day excited to explore, discover and learn. Our community lives by three core values:

Respect • Aspire • Grow

These values shape everything we do — from the way we support one another, to the ambitious learning journeys we design for our pupils.

We are incredibly fortunate to have **extensive school grounds**, including our very own **forest area**, which is used for rich and immersive Forest School experiences. This natural environment offers endless opportunities for outdoor learning, adventure and nurturing a deep connection with nature.

The Role

As our EYFS Phase Leader, you will:

- Lead, champion and develop outstanding Early Years practice across Pre-School and Reception
- Work in partnership with our Pre-School team to ensure a high-quality, consistent Early Years journey
- Inspire and support staff with positivity, expertise and a commitment to excellence
- Shape a child-centred curriculum that fosters independence, communication and a lifelong love of learning

- Use observation, reflection and assessment effectively to drive progress and celebrate success
- Model creativity, care and high standards in both indoor and outdoor learning environments

We're Looking For Someone Who Is:

- Passionate about Early Years education and early childhood development
- Energetic, optimistic and solutions-focused
- A collaborative leader who motivates, supports and empowers others
- Skilled in designing engaging learning environments — especially using outdoor spaces
- Committed to embedding the values of **Respect, Aspire, Grow** into everyday practice
- Dedicated to building strong relationships with children, families and colleagues

Why Join Us?

- Wonderful children who will brighten every day
- Supportive, friendly and ambitious staff team
- Extensive grounds and a stunning forest space for outdoor learning and Forest School
- A culture that values professional development, innovation and new ideas
- The chance to shape and grow an exciting Early Years vision

If you're an inspiring practitioner ready to lead with heart, ambition and creativity, we'd love to hear from you. Come and help us give our youngest learners the very best start!

For further details on the school please visit our website [Welcome to Gamlingay Village Primary - Gamlingay Village Primary](#)

HOW TO APPLY

To apply for this position, please submit your completed application form with supporting statement on [MyNewTerm](#).

Your supporting statement should demonstrate how your career to date has prepared you for this post and be no longer than two sides of A4.

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

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.

We reserve the right to interview and appoint within the application window. With this in mind, we encourage you to apply as soon as possible.

If you have any questions about this role, please contact Emma Smith, Principal on esmith@gamlingayvp.org.

Closing date: 09.00 on Monday 27th April 2026
Interviews to be held on: Thursday 30th April 2026

Thank you for your interest in The CAM Academy Trust.



JOB DESCRIPTION

Salary:

MPS plus TLR2A £8,611 per annum

Line of responsibility:

The role of Phase Leader will report to the Principal

Strategic purpose:

This is an important and rewarding role, suited to a high-quality practitioner with a strong commitment to inclusive, ambitious education. The successful candidate will work closely with the Principal and Senior Leadership Team to contribute to ongoing school improvement and to help develop and sustain effective practice across the primary phase. The role includes a class-based teaching responsibility within the EYFS group.

In addition to the responsibilities described above, to carry out any other duties of a similar nature at the reasonable request of the central education team.

The job description will be subject to regular review and any changes will be made in consultation with the post holders. The aim will always be to reach agreement on any changes, but if agreement is not possible, the trust reserves the right to make the changes following consultation.



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.



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.

JOB DESCRIPTION continued

<p>Main Responsibilities</p>	<ul style="list-style-type: none"> • To carry out the duties of a school teacher as set out in the School Teachers' Pay and Conditions Document. • To support, hold accountable, develop and lead the teaching team in order to secure high quality teaching, the effective use of resources and high standards of learning and achievement for all pupils in EYFS. • To work in close collaboration with the Principal and Vice Principal in whole school development: • Actively support the vision, ethos and policies of the school and promote high levels of achievement throughout • To take a leading role in raising standards, improving quality of teaching and staff development focused particularly on children in EYFS • In partnership with the Principal and Vice Principal, monitor the quality of teaching and children's progress and attainment in EYFS • To support the Principal and Vice Principal to manage the day to day organisation of the school • Through Leadership Team meetings, contribute to the school's organisation and overall strategy of the school • Report to Local Advisory Board (LAB) as appropriate. • To be an active member of the school Leadership Team and to play a significant role in partnership with the Principal and Vice Principal in reviewing whole-school policies and practice • Act as "critical friend" and provide effective professional challenge and support to the Leadership Team • To assume responsibility for particular aspects of the school's functioning • To play a full part in developing further equal opportunities in the school • To promote a positive image of the school and the achievements of its pupils • To share the responsibility with all staff for the safety and well-being of all • To support the development of behaviour for learning, including the implementation of the school's behaviour policy. • To maintain overall responsibility for the pastoral care of pupils in EYFS.
<p>Teaching and Learning</p>	<ul style="list-style-type: none"> • Exemplify and share best practice across the school • To model, coach and team teach alongside colleagues to develop highly effective practice, such as effective, engaging teaching, modelling new concepts, classroom management and discipline • Model positive behaviour management and restorative approaches to managing conflict • To monitor all aspects of the curriculum alongside the Principal and SLT. • Work with other professionals (both internally and externally) to ensure the use of comparative data and pupils' prior attainment, to establish benchmarks and set targets for and direct rapid improvement

	<ul style="list-style-type: none"> • Develop and implement action plans to inform and address areas for improvements • To review planning across EYFS to ensure coverage, progression and a range of learning experiences • To liaise with other Phase Leaders to monitor and promote effective transition arrangements to ensure continuity and progression for all pupils.
Staff Management and Development	<ul style="list-style-type: none"> • Where appropriate, to lead INSET for teachers and support staff on a range of relevant issues relevant to teaching and learning • To look for external INSET opportunities that further professional development and fulfil the training targets agreed during appraisal • To assist in the recruitment, selection, induction and development of staff • To demonstrate a commitment to his/her own continuing professional development and that of all staff • To be involved in assessing the professional development needs of staff • To be involved, with the SLT, in planning, implementing and evaluating a broad and balanced curriculum • As a member of the Leadership Team, share whole school responsibility for the pastoral care of pupils and staff focused particularly on EYFS • Ensure staff are well informed about all aspects of school life in order to promote good communication and high morale • Lead by example and encourage the practice of working as a strong team. • Ensure that a professional demeanour and attitude is maintained by all staff in your team • Mentor trainees, early career teachers and support the induction of new staff
Leadership Responsibilities	<ul style="list-style-type: none"> • To be actively involved in the ongoing School Development Plan and arrangements for its evaluation in terms of its effect on school improvement and raising standards • To lead and co-ordinate assessment information across EYFS in order to ensure consistent and accurate judgements of pupil performance • To present a coherent and accurate account of pupil and team performance in a form appropriate to a range of audiences, including the LAB, the Trust, the local community, and OfSTED. • To support the Principal and Vice Principal in appraisal of staff • To work in partnership with the Principal and Vice Principal in developing appropriate management structures in the school • To undertake phase and whole school assemblies as necessary • To work in collaboration with the LAB on issues of school improvement particularly focused on EYFS • To play a full part in developing and enhancing relationships between the school, pupils, parents, external agencies and the local community. • Be a strong advocate for change and champion school improvement.

Administrative Responsibilities	<ul style="list-style-type: none"> • Be aware of and respond appropriately to any health and safety, Child Protection and Safeguarding issues raised by staff, children, families or the community • Ensure that you remain up to date on developments and issues with regard to the leadership and curriculum of the school • Take on any additional responsibilities that might from time to time be determined by the Principal, as consistent and reasonable to your job duties, including deputising for the Vice Principal and / or Principal in their absence.
Personal development	<ul style="list-style-type: none"> • Maintain excellent subject expertise and awareness of the latest, evidence informed practice • Engage in regular professional learning and reading. • Engage positively in the Trust’s arrangement for performance management and professional growth.
Safeguarding	<ul style="list-style-type: none"> • Adhere to Trust safeguarding policy and procedure at all times. • Promote strong cultures of safeguarding across the Trust and schools. • Responsible for the safeguarding of students who are under their immediate care, following relevant school policies, reporting concerns promptly (including Health and Safety). • Safeguarding the mental health and wellbeing of students and staff
Advocacy and influence	<ul style="list-style-type: none"> • Be an advocate for the Trust externally and across our schools. • Be outwards facing and see opportunities for positive influence and external partnership and networking.

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

CRITERIA	ESSENTIAL	DESIRABLE
Qualifications and Experience		
Qualified Teacher Status (QTS)	X	
Evidence of ongoing professional development	X	
Successful teaching experience within primary education particularly EYFS	X	
Experience adapting teaching to meet diverse learner needs		X
Promoted, organised and led staff training and development within the specified area/s	X	
Relevant experience of successful leadership at a whole school level		X
Had involvement in whole school development and evaluation		X
Taken a lead on curriculum or other teaching initiatives that have contributed to raising educational standards	X	
Knowledge and Interpersonal Skills		
In-depth subject knowledge and experience of teaching to the requirements of the EYFS curriculum	X	
Sound knowledge of current educational issues, developments and pedagogy	X	
Secure understanding of the barriers to effective learning and strategies to both support and challenge	X	
The ability to evaluate provision of the school and plan a strategy for its development		X
A clear understanding of school improvement issues		X
The ability to determine priorities and manage time effectively	X	
Knowledge of and potential to build positive and effective programmes for staff development, in particular, developing coaching and mentoring		X
The ability to establish effective working relationships with all members of the school community	X	
The ability to communicate effectively, both orally and in writing, with individuals and groups	X	
An understanding of, and a commitment to, high quality, inclusive education.	X	

The ability to use appropriate technology to support teaching and management.	X	
The potential for creative and innovative educational leadership	X	
The capacity to project and sustain a positive attitude and approach	X	
The capacity to be flexible in working practices	X	
The ability to use initiative when problem solving	X	
The ability to work independently and as part of a team	X	
The ability to manage, organise and motivate staff with diplomacy,	X	
A commitment to personal and professional development	X	
An enthusiasm and energy for teaching	X	
A passion for supporting all children to achieve their potential.	X	
A commitment to equal opportunities policy and practice	X	
The ability to demonstrate that they have actively fostered equal E opportunities in their own work	X	

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).

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.

Work-life balance

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



The CAM Academy Trust

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