



The CAM Academy Trust
Teaching Assistant
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!

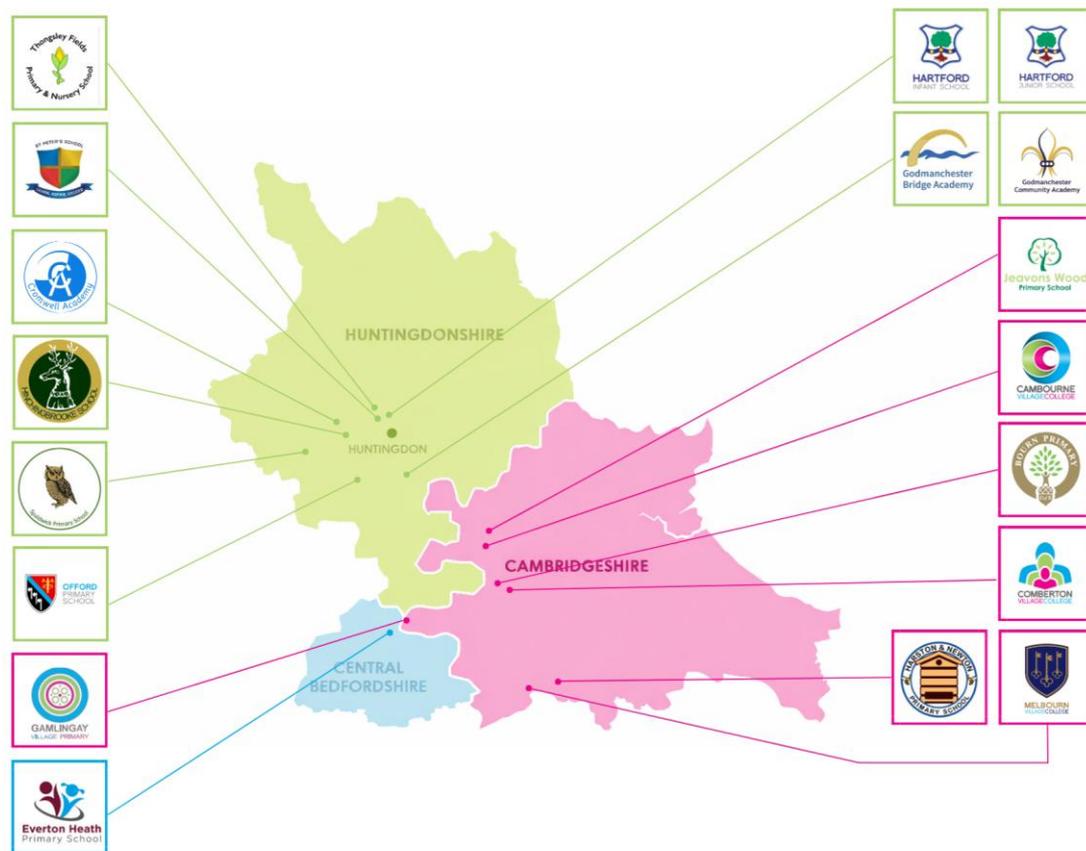
Claire Heald

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: NJC Scale TA Level 1, 2 or 3

Level 1a and b, points 3-4 (£24,796 to £25,185 pa FTE). Actual salary £21,267.34 pa on point 3

Level 2, points 5 to 6 – (£25,583 to £25,989 pa FTE). Actual salary £21,942.34 pa on point 5

Level 3, points 7 to 11 (£26,403 to £28,142 per annum). Actual salary £22,645.65 pa on point 7.

Contract: Permanent. 32.5 hours per week. Term time plus 5 training days (39 weeks per year). Part time may be considered

Start date: As soon as possible

Place of work: Hinchingsbrooke School, Huntingdon

We are looking for a highly motivated and committed Teaching Assistant to join our thriving SEND department at Hinchingsbrooke School. We are seeking an individual to be a member of our SEND support team who can support our students to access their learning in a range of contexts and lessons.

This role is ideal for those who genuinely have a passion for helping students, particularly with learning difficulties, and also a fantastic opportunity for those considering a career in Teaching to gain valuable first-hand experience.

We are a friendly team and we will offer training and support for the right individual. This is a great opportunity to work in a school with a skilful and dedicated teaching team and wonderful children. So if you think you have what it takes to make a difference to the lives of our SEND students, come and join us at Hinchingsbrooke where we believe every student can fulfil their potential and challenge themselves in everything they do.

The ideal candidate will:

- Be calm and solution-focused
- Be proactive and show initiative
- Be creative, flexible and kind in their approach to supporting children to achieve their best
- Have a good sense of fun and want to be part of a whole staff team
- Have a good level of subject knowledge, suitable to the primary phase

We can offer:

- Excellent professional development opportunities
- A supportive and experienced teaching team
- Children who love learning and are rewarding to work with
- Excellent resources and the wider career development opportunities afforded by a multi academy trust

For further details on the school please visit our website [Hinchingsbrooke School - Home](#)

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.

We encourage a pre application visit to the pre-school so if you would like to do this or if you have any questions about this role, please contact the Principal's PA on 01480 420575 or on dwarner@hbk.acesmat.uk.

Closing date: 09.00 on Friday 24th April 2026

Interviews to be held on: w/c 27th April 2026

Thank you for your interest in The CAM Academy Trust.



JOB DESCRIPTION

Salary:

NJC Scale TA Level 1, 2 or 3.

Line of responsibility:

The role of Teaching Assistant will report to SENDCo and Vice Principal with responsibility for SEND/SENDCo

Strategic purpose:

To support students with Special Educational Needs and disabilities. To contribute to the development of the SEND department.

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 develop an understanding of the needs of the students in order to support them effectively. • To provide support for identified students in class. To promote and support the development of SEND student's self-reliance, self-esteem, and emotional resilience. • To provide support for students at unstructured times to aid social interaction and the development of social skills. • To promote positive behaviour and relationships, using effective strategies in a timely manner in accordance with school policy. • To act as a keyworker to ensure a smooth transition and management of the secondary school routine and support specific areas of need for individual students. • To be an initial point of contact for parent/carers. • To contribute to implementing strategies and recommendations from external agencies. • To work in partnership with subject teachers, and to be committed to understanding and differentiating curriculum content and methods of assessment. • To liaise with the SENDCo on a regular basis. • To attend team meetings. • To fully engage with training opportunities and to apply learning to improving practice. • To devise and distribute information for teachers and parent/carers. • To maintain records as required. • To contribute to termly and annual reviews for SEND pupils
<p>General responsibilities</p>	<ul style="list-style-type: none"> • To establish and maintain effective relationships and communication with staff, parents & students • To uphold the high standards of the Academy in all communications. • To play a full part in the life of the Academy community, supporting its mission & ethos. • To adhere to the Academy's policies. • To engage actively in the staff review, performance management and development process. • To undertake professional development. • Other such duties as shall be required by The Principal in accordance with responsibility.
<p>Personal development</p>	<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.

	<ul style="list-style-type: none"> 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		
Good basic education to GCSE level (4/C and above) in English and Maths, or the equivalent	X	
The desire and ability to train in a specialist area of SEND provision	X	
A Level 2 qualification, ideally a Teaching Assistant qualification	X	
A level 3 qualification or equal		X
Knowledge and understanding of support needs and experiences of SEND students		X
Participation in personal research relating to learning and/or SEND		X
Knowledge and experience in working with children with specific SEND		X
Working with children	X	
Working as a TA/LSA	X	
Experience of supporting/teaching young people with SEND needs		X
Experience of EHCP students and the EHCP process		X
Knowledge and Interpersonal Skills		
Good organisational skills: keeping accurate monitoring records, managing timetable changes, prioritising demands	X	
Effective communication skills	X	
Commitment to achieving the best for the students worked with	X	
Ability to build effective relationships with students while commanding respect and maintaining the ability to impose effective discipline	X	
Commitment to promoting and safeguarding the welfare of all pupils	X	
Ability to provide effective feedback to pupils and report concerns to line manager and teaching staff to support learning	X	
Comfortable with the use of IT as a means of communicating and sharing information	X	
Consistent in manner and attitude – displaying a calm, kind and caring approach	X	
Show initiative and flexibility and can deal with unexpected or unplanned situations or reactions during the school day	X	
A willingness to engage with processes to support all SEND students	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.
- O2 Discounts
- Membership of HBK Gym including access to the swimming pool.

Work-life balance

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



The CAM Academy Trust

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