



# THPT

Schools

## Trust Leader in Early Years Foundation Stage (EYFS)



## Welcome from our CEO

We are delighted that you are considering applying for our Trust Leader post.

As we continue our growth and development, this is a new post to take our practice to the next level, both of expertise and cross-trust collaboration. We are looking for an expert and dynamic leader to support us in this.

Our 2030 strategy is focused on delivering a Life Changing Education for each and every one of our children and young people and achievement in their key subjects is vital to this. We are also committed to recruiting, retaining and developing our workforce positively to give our children and young people the most brilliant starts in life. If you can support and lead others to deliver this we would love to meet you.

Our Trust is unique, a place where every child truly matters and our staff are dedicated to 'bringing out the best' of every one of them. Each staff member's contribution to this is unique and it will be your role, as a key member of our Trust's Leadership team, to bring out the best of them too.

Louise Lee  
CEO, THPT Schools



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## About our Trust

THPT Schools is a growing family of 13 schools in the South East of England. Our family includes Primary, Secondary and Special Schools and welcomes any school that shares our values and commitment to Bringing out the Best in each and every one of our children and young people.

Our Trust has a proud history of improving and sustaining schools at all stages of their development journey including Outstanding schools and those who were in Special Measures. To do this we work in deep collaboration and partnership across our schools to share expertise and enable the highest quality education for every child.

Driven by our six shared values, we are future focused, knowing that we strive for the best for every child, expanding their life chances and choices from the moment they join us. We use the wealth and diversity of experience across our different settings, together with the expertise available within our dedicated operational service teams, to benefit all within the Trust, sharing and extending good practice to support our continual improvement and secure excellence in education in all of our schools and beyond.

Like the children in them, our schools are unique, and our Principals and staff have the independence to make key decisions to support them in the best ways. We believe our schools have a crucial role to play as community anchors as well as providers of education for the here and now.



## Our Schools

### Primary Schools and Early Years Provision

- Kenyngton Manor Primary School
- Cuddington Community Primary School
- Eastwick Infant and Eastwick Junior Schools
- Meadhurst Primary School
- St Lawrence Primary School

### Secondary Schools

- Howard of Effingham School
- Thomas Knyvett College
- Oxted School
- Three Rivers Academy

### Special Phase Schools

- West Hill School
- Linden Bridge School
- Fox Grove School
- Betchwood Vale Academy (in progress)



### Our Vision

To excel at 'bringing out the best' in young people of all abilities and aptitudes, and so increase their life-chances for their future success and fulfilment.

### Our Mission

THPT Schools will bring out the best by providing a rich experience both within and beyond the classroom. This will enable all our young people to thrive personally and academically, overcome challenges and make a positive contribution to society.

### Our Ethos

To enable us to 'bring out the best' and so improve the life-chances of all our young people, we will create a culture:

- with a relentless focus on quality teaching and learning and school improvement across all phases of education.
- of support for all partnership schools through the building of trust and reciprocity.
- of leadership excellence of partnership schools to increase the capacity of any school that works with us.
- of energy, enthusiasm, and passion for increasing pupil outcomes.
- that is traditional, yet one that embraces innovation giving confidence in the present educational climate of challenge and change.

## Our Commitment to you

We want every candidate to have an informed, engaging, and positive experience, and to support this we've created our Candidate Charter which outlines our commitment to you.

### Our commitment to you

- Transparency – we will treat you with respect, honesty and fairness
- Protecting your privacy – we will ensure your information is secure and handled sensitively
- Understanding – you will be given everything you need to make informed decisions
- Showcasing talent – we will provide a good opportunity for you to share your skills, experience and potential
- Feedback – we will provide constructive feedback professionally and promptly
- Listening – we welcome feedback and we'll act on what you have to share
- Inclusivity – our hiring decisions align with our commitment to create a high quality, diverse workforce

### We will:

- Provide you with clear, accurate and timely information
- Give you the opportunity to ask questions – and we'll ensure you get the answers you need
- Respond to enquiries promptly and usually within 24 hours during the working week
- Adopt a fair and consistent assessment process
- Make sure you have all the documentation and details you need for an interview, well in advance
- Provide you with real insight about what it is like to be part of our team
- Ensure all offers are fair and equitable
- Seek feedback on your experience at every opportunity, so we can continue to improve

### In return we ask that you:

- Be honest and upfront about your experience, aspirations and motivations
- Provide open and accurate information when submitting an application
- Always give yourself the best opportunity to succeed – research who we are and how we work
- Let us know if situations change in relation to your interest – and help us understand why
- Prepare yourself for interview and let us know how we can support you

# Trust Leader in Early Years Foundation Stage (EYFS)

## Job Description

### Job Title

Trust Leader in Early Years Foundation Stage (EYFS)

### Location

0.4 working across THPT schools. 0.6 THPT school-based teaching

### Salary Range

L7 – L11

### Reports To

Senior Trust Leader

### Job Purpose and General Responsibilities

#### As the lead professional for EYFS across THPT schools:

- Develop THPT curriculum approaches to ensure that a high quality, well-resourced curriculum is in place for the subject at all THPT schools.
- Lead improvement in attainment and progress in the subject across THPT schools, with a focus on highlighting and harnessing great practice.
- Monitor and quality assure standards and provision in the subject across THPT schools.
- Lead the coordination of subject improvement strategies and intervention programmes with a particular focus on students with barriers including those eligible for the Pupil Premium Grant and with SEND
- Lead the improvement of teaching and learning of EYFS, ensuring high standards of teaching, learning and achievement, including through building networks of great practice for relevant staff across THPT schools and the delivery of high quality, subject specific CPD
- Develop and lead co-curricular activities related to the subject to further develop student engagement
- Build relevant external partnerships related to delivery of the subject in THPT schools
- Teach at one or more THPT school for an equivalent of 0.6 FTE

# Trust Leader in Early Years Foundation Stage (EYFS)

## General Responsibilities and Duties

- Uphold the values of THPT, modelling exceptional leadership with high expectations for all, deep reflective practice, a focus on improving schools at all levels and professional engagement with Principals, SLT, middle leaders and other employees
- Actively support Principals and senior leaders of THPT schools and develop the talent of THPT staff
- Be an active and effective contributor to the THPT team, including contributing to Trust meetings when required
- Develop new partnerships and relationships that will benefit THPT schools
- Contribute actively towards the formulation of all Trust policies and procedures, ensuring their consistent implementation
- Undertake any other duties commensurate with your grade, and/or hours of work, as may reasonably be required of you

## Special Notes or Conditions

- The post holder is subject to the provisions of all safeguarding and child protection legislation, and the Trust's policies governing staff who work with children and vulnerable adults



## Person Specification

	ESSENTIAL	DESIRABLE
QUALIFICATIONS	<ul style="list-style-type: none"><li>• Degree</li><li>• QTS</li><li>• Recent and relevant subject development training</li></ul>	<ul style="list-style-type: none"><li>• Masters or higher-level qualifications such as NPQ</li></ul>
Knowledge, understanding and skills	<ul style="list-style-type: none"><li>• Deep and secure knowledge of EYFS, including of relevant qualification specifications</li><li>• Excellent ability to effectively structure and sequence subject curriculum and pedagogical approaches</li><li>• A track record as an excellent teacher</li><li>• Proven ability to improve the teaching of others</li><li>• Proven ability to raise standards in the subject</li><li>• Excellent ability to think and plan strategically and creatively to ensure improvements</li><li>• Proven ability to understand and use data to raise standards</li><li>• Proven ability to manage and develop other professionals to bring out their best</li><li>• Awareness of national and international best practice within the subject</li><li>• Knowledge of relevant and impactful educational research within and beyond your subject to support the development of best practice</li></ul>	

## Person Specification

	ESSENTIAL	DESIRABLE
EXPERIENCE	<ul style="list-style-type: none"><li>• Achievement of excellent and/or rapidly improving student outcomes as a class teacher</li><li>• Successful experience of leading a team of adults, ideally in a professional setting</li><li>• Successful experience of leading improvement strategies in at least one school</li><li>• Leadership of innovation/change management with evidence of positive impact.</li></ul>	<p>Experience of external assessment as a moderator</p>
Interpersonal and communication skills	<ul style="list-style-type: none"><li>• Excellent written and oral communication skills</li><li>• Ability to present engagingly to a variety of audiences in a range of settings with confidence and accuracy</li><li>• Awareness of the importance of regular and transparent communication with relevant stakeholders</li></ul>	

## How to apply

THPT Schools is committed to developing exceptional teams to work with our communities. We know that our schools need the best staff teams, and the best professionals to lead them. If you are a dedicated and driven leader, then we would be delighted to hear from you. To arrange a confidential conversation about the role, please email:

**[hrteam@thpt.org.uk](mailto:hrteam@thpt.org.uk)**

All applications will be acknowledged. If you have not received confirmation within 24 hours, please email [hrteam@thpt.org.uk](mailto:hrteam@thpt.org.uk).

**Closing date for applications: Wednesday 4th February 2026, noon**

**Selection date: Thursday 12th February 2026**

**No agencies please**

THPT Schools is committed to safeguarding and promoting the welfare of children and young people. All applicants must be willing to undergo child protection screening, including checks with past employers and the Disclosure and Barring Service.