



## **Job Title and Level**

### **Class Teacher and EYFS Leader**

Pay Scale: MPS3 - UPS1

## **Main Purpose of the Role**

As a Class Teacher and EYFS Leader at Wexham Court Primary School, you will play a pivotal role in shaping the early educational experiences of our youngest pupils, particularly in Nursery and Reception. This dual role combines high-quality teaching with leadership responsibilities to ensure the Early Years Foundation Stage (EYFS) and Key Stage 1 phases work collaboratively and effectively. You will champion creativity, innovation, and the highest standards of teaching and learning, supporting our diverse and multicultural pupil community. Your work will underpin the school's vision to provide an inclusive, supportive, and enriching environment, enabling every pupil to thrive regardless of background or need.

## **Key Responsibilities and Duties**

### **Teaching and Curriculum Leadership**

- Deliver well-structured, engaging lessons in Nursery or Reception, tailored to meet the needs of a diverse pupil population, including high proportions of EAL and SEND pupils.
- Demonstrate strong knowledge and understanding of the EYFS Framework and the Best Start in Life Framework, ensuring all pupils receive a robust foundation for lifelong learning.
- Apply detailed knowledge of the National Curriculum to plan and deliver a coherent curriculum that supports progression from EYFS through Key Stage 1.
- Lead creativity and innovation within the EYFS and Key Stage 1 phases, encouraging imaginative approaches to teaching and learning.

### **Phase Leadership**

- Lead and develop the EYFS and Key Stage 1 phases to work collaboratively, promoting consistency, shared vision, and best practice across the two phases.
- Support and mentor staff within the phases, listening to their views and concerns while taking decisive action to improve outcomes.
- Facilitate effective communication and teamwork between EYFS and KS1 staff to enhance pupil development and transition.

### **Assessment, Monitoring, and Reporting**

- Monitor, assess, and record pupil progress accurately, using data to inform planning and interventions.
- Report regularly to Senior Leadership Team (SLT) and governors on EYFS and KS1 performance, development, and key initiatives.
- Prepare pupils for assessments and external tests where applicable, ensuring they are well-supported and confident.



## Engagement with Parents and Community Partners

- Build strong partnerships with parents and carers, supporting them in understanding their child's development and learning journey.
- Work collaboratively with community partners and external agencies to enhance the support provided to pupils and families, reflecting the school's commitment to holistic care and inclusion.

## Whole-School Contribution

- Contribute positively to the wider life and ethos of Wexham Court Primary School, advocating for the school's values of inclusivity, respect, and community cohesion.
- Participate in school-wide initiatives, committees, and professional development activities.
- Uphold high standards of behaviour and safeguarding, promoting a safe and nurturing environment for all pupils.
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## Skills and Competencies

- **Strong EYFS Expertise:** Deep understanding of the EYFS Framework, Best Start in Life principles, and the National Curriculum, with the ability to implement these effectively.
- **Leadership and Collaboration:** Proven ability to lead phases, develop teams, and foster collaborative working relationships among staff.
- **Creativity and Innovation:** Ability to inspire creative teaching approaches and innovative curriculum development.
- **Communication:** Excellent interpersonal skills to engage effectively with pupils, staff, parents, governors, and community partners.
- **Decision-Making:** Confident in listening to staff input and making clear, timely decisions that drive improvement.
- **Cultural Competence:** Sensitivity and responsiveness to the needs of a highly diverse, multicultural pupil body, including significant EAL and SEND populations.
- **Organisational Skills:** Strong planning, monitoring, and reporting capabilities to manage the demands of teaching and leadership responsibilities.
- **Commitment to Inclusion:** A passion for equity and inclusion, ensuring every pupil is supported to achieve their full potential in a safe and welcoming environment.
- **Run enrichments clubs for pupils after school**

## Professional Development

- Engage in ongoing professional learning opportunities offered by Wexham Court Primary School, including leadership training, curriculum development workshops, and EYFS best practice seminars.
- Participate actively in appraisal processes, reflecting on practice and setting personal and professional development goals aligned with school priorities.
- Access opportunities to collaborate with local schools and networks, such as SENDCO Huddles and SLT leadership training, to enhance leadership skills and pedagogical knowledge.



- Contribute to the school's culture of continuous improvement and innovation, sharing expertise and learning with colleagues.

### Safeguarding

- Actively promote and safeguard the welfare of all pupils in line with statutory guidance such as Keeping Children Safe in Education and the school's safeguarding policies.
- Work closely with the designated safeguarding lead (DSL) to identify, report, and respond to any concerns regarding child protection or welfare.
- Maintain vigilance in creating a safe learning environment, ensuring that all pupils feel secure, supported, and valued.
- Participate in relevant safeguarding training and ensure that all safeguarding procedures are understood and followed rigorously.

### JOB SPCE

PERSON SPECIFICATION				
Competency		Attributes – Customer Focus, Development, Relationships, Personal Effectiveness, Expertise, Communication Skills (if appropriate), Managerial (if appropriate), Health & Safety, Equalities Finance	Essential/Desirable	Method: Application (A) Interview (I) Test (T)
<b>Experience</b>	1.1	Experience and expertise in relation to the Primary School Curriculum	Essential	A
	1.2	Experience of working with primary age ranges	Essential	A
	1.3	Experience of working with pupils with special educational needs	Desirable	A I
	1.4	Experience of working with different educational resources including IT equipment	Desirable	I
	1.5	Experience of current tracking and assessment procedures	Desirable	A I
	1.6	Experience of leading a subject and have evidence of impact	Desirable	A I
<b>Knowledge</b>	2.1	Thorough, up to date knowledge of all areas of the Primary Curriculum	Essential	A I
	2.2	Knowledge of and familiarity with formative and summative assessment and record-keeping	Essential	A
	2.3	Understanding of how children learn and retain knowledge, personalised learning and effective group work	Desirable	A I
	2.4	A good understanding of legislation in relation to primary education	Desirable	I
	2.5	A depth of knowledge about a particular subject area	Desirable	I



<b>Skills/ Abilities</b>	3.1	Proven teaching skill in accordance to school expectations	Essential	I
	3.2	Ability to work independently and within a team environment	Essential	A I
	3.3	Good inter-personal skills with all stakeholders	Essential	I
	3.4	Self-evaluation skills	Essential	A I
	3.5	Ability to carry out research and extra study about a particular subject	Essential	A I
	3.6	Ability to develop and deploy leadership skills	Essential	A I
	3.7	The ability and desire to work as a team and build strong positive relationships with all partners.	Essential	A I
<b>Qualifications</b>	4.1	Degree in Education	Essential	A I
	4.2	Willingness to engage in further study The school is committed to safeguarding and promoting the welfare of children and young people and expects that all staff and volunteers share this commitment. Safeguarding training and qualifications are compulsory for all teaching staff	Essential	A I