



### *Job Description EYFS Leader*

#### **Knowledge and understanding:**

- Have a good knowledge of the relevant aspects of the Early Years Foundation Stage statutory framework and other statutory requirements for this key stage.
- Have an understanding of the challenges of the transition from EYFS to Key Stage 1.

#### **Planning and setting expectations:**

- Lead and manage the long term and medium term planning for EYFS classes to ensure that the curriculum is broad, varied and relevant to the needs of the pupils.
- Ensure that there is a consistent approach to teaching, assessment and learning through moderation, shared planning and monitoring.
- Through data analysis, set targets to drive forward pupil progress across the EYFS and monitor and review these regularly.
- Ensure that all groups of children are given the support that they need to progress (especially those in vulnerable groups) and work closely with the SENDCO to support their needs across the phase.

#### **Teaching and managing pupil learning:**

- Model effective teaching of whole classes, groups and individuals so that teaching objectives are met, momentum and challenge are maintained, and best use is made of teaching time.
- Model professional behaviour and conduct at all times.
- Set high expectations for pupils' behaviour, establishing and maintaining a good standard of discipline in and outside your classroom.
- Lead a core subject, identify areas for development and monitor it to show impact across the school.



### **Assessment and evaluation:**

- Ensure that the school's assessment policy is adhered to in a consistent manner across the phase and model high quality marking and assessment at all times.
- Ensure that assessments are carried out in a timely manner; provide regular progress reports to SLT.
- Evaluate assessment across the phase to ensure a consistent approach, through monitoring and moderation

### **Managing and developing staff and other adults:**

- Establish respectful and effective working relationships with all staff.
- Advise and assist teaching and support staff.
- Support staff in creating a stimulating learning environment for teaching and learning across the phase.
- Share the coaching, mentoring and development of all staff in the phase.

### **Collaboration and Partnership:**

- Work in partnership with senior leaders and governors to implement school policies and practices to support the school development plan.
- Work in partnership with leaders and staff in OPEN.
- Actively develop relationships with parents/carers and the wider community, including pre-schools and nurseries.