



Communicating Love; Inspiring our Community to Flourish



Candidate Information Pack

Early Years Educator – Unqualified Teacher Scale
Full Time
St Gabriel's CofE Academy
Houlton
CV23 1AN



Letter from the Headteacher



Dear Candidate,

Thank you for taking the time to find out more about the position of Early Years Educator here at St. Gabriel's Church of England Academy. We are really proud of our school and what we have achieved since opening in 2018. We are continuing to grow and develop and we are looking to build on the great work here as we take our next steps. Our Early Years Educator will play an important role in the growth and development of our School in the coming year as we seek to continue on our mission to love and inspire our community to flourish. This role offers the successful candidate the opportunity to have a significant impact on our Early Years children as they begin school, offering them high-quality learning experiences with love and care as well as working alongside our brilliant staff team to continue to raise standards in our Early Years environment.

St Gabriel's has grown rapidly in our first few years and in September will have approximately 370 pupils from Reception to Year 6 with an additional Nursery provision which will eventually grow to around 50 children. Our challenge is to maintain and build on the high standards we set for ourselves whilst we continue to expand. Our school building is an amazing space with wonderful opportunities for children to learn in great facilities. As the first school to be constructed on the Houlton development in Rugby, we are profoundly aware of the important role we play in establishing community here. As a school, we are committed to inspiring, challenging and supporting the children in our care to fulfil their potential, making them feel valued, loved and able to flourish. Their needs are at the heart of all our decision-making and, as a Church of England School, our inclusive Christian ethos is at the centre of what we do as we aim to work for the common good of everyone.

This is an opportunity for an individual with passion, skill and dedication to make their mark on our school, contributing to high standards of education for our pupils whilst growing themselves personally and professionally. We can offer the successful candidate the opportunity to take their place alongside a talented and dedicated teaching team who are continually seeking to grow and develop together.

I hope this opportunity has captured your interest, if so, please consider the job description with care, this will undoubtedly be a challenging and rewarding position, if you feel inspired to take up this challenge, I would love to hear from you.

Andrew Taylor
Headteacher
St Gabriel's CofE Academy



Ethos



At St Gabriel's CofE Academy everything we do is underpinned by our loving, distinctive and inclusive Christian ethos. We want the best for our children; with love as our core value and primary motivation we ensure every decision and every action we take is with the best-interests of the child at the forefront of our thinking. We communicate God's love and hope for the future to the children in our care and the community we serve by providing the best possible educational experiences and support for children and families. Experiences which are deeply affecting, inspiring confidence and fully equipping our children for their future, enabling them to flourish and fulfil their potential. We recognise each child is gifted with unique skills, talents and interests and place an equal emphasis on developing the whole child in every way:

Academically – encourage excellence, striving to make great progress

Physically – grow healthily with increasing skill and respect for our bodies

Mentally – secure a healthy, joyful, mature outlook, building resilience

Spiritually – develop an appreciation of beliefs, their impact and influence on our lives

Morally – mature in an understanding of behaviour, law and ethics

Socially – build and maintain healthy relationships as a collaborative community

Culturally – identify the responsibilities and opportunities presented in our society

Our Vision Statement

At St Gabriel's CofE Academy, our vision is that we are always:

Communicating Love; Inspiring our Community to Flourish

Inspired by –

Love one Another as I have Loved you. John 13:34

You have planted them, and they have taken root; they grow and bear fruit. Jeremiah 12:2

Job Description – Early Years Educator



About the Role

The Trust is looking to appoint an inspirational and highly effective Early Years Educator who is committed to ensuring St Gabriel's provides educational excellence in our school community.

The successful candidate will have the opportunity to work with the Early Years Leader and Leadership team to secure the highest standards in our provision; including but not limited to: planning and leading learning activities, providing personal development and enrichment activities, liaising with parents and carers, taking account of pupils personal care needs, promoting well-being and safeguarding and showing a commitment to professional development. Further development opportunities will become available within the growing school and Multi Academy Trust.

Accountability:

The Early Years Educator is managed by their phase leader and is accountable to the leadership team. At all times the post-holder will operate within school policies and procedures.

Purpose of the Job

Under the overall direction of the EYFS Leader the EY educator will:

- Plan and implement high-quality educational experiences for EYFS pupils in the framework of national and local school policies and practice.
- Support the progress for all children within the EYFS setting, maintain assessment practice which supports progress and report on attainment and progress to senior staff, parents and carers as required.

Job Description – Early Years Educator



Duties and Responsibilities

EYFS practice

Alongside EYFS colleagues contribute to the planning and delivery of high-quality learning opportunities as part of a broad, balanced and engaging curriculum for all EYFS children within the framework of national and school curriculum policies and in collaboration with staff colleagues.

Take account of the individual needs of all the EYFS children to ensure support and challenge is used effectively to maximise progress.

Contribute to a secure, happy and purposeful EYFS environment, maintaining very high expectations for behaviour, effort and cooperation.

Ensure resources, equipment and materials contribute to children's learning opportunities.

Contribute to the assessment of children's progress, maintain records and report as required.

Be an excellent role model, exemplifying a high standard of professional behaviour and promoting high expectations for all members of the school community.

Promote a positive, collaborative school culture, nurturing equality, dignity and upholding the Christian ethos of the school.

Developing self and others

Seek opportunities for continuous professional development through self-directed research, courses and in-service training.

Participate in and contribute to whole-school staff meetings.

Support the development of collaborative approaches to learning and share effective practice.

Regularly review and reflect on practice demonstrating a desire to continuously improve.

Key organisational activities

Support and contribute to school systems to ensure statutory requirements are being met with regard to Health and Safety, Data Protection and other initiatives as directed.

Ensure a consistent approach to standards of behaviour, attendance and punctuality are implemented across the school.

Contribute to the day-to-day effective organisation and running of the school.

Seek efficiencies in time and resources.

Securing accountability

Contribute to the reporting of the provision's performance to its community and partners.

Take responsibility for promoting and safeguarding the health, safety and welfare of children within the school.

Strengthening community

Promote inclusion and equality in all the services that the school offers.

Contribute to the school's culture, our inclusive Christian ethos, taking account of our Church foundation, the wider community and our Diocesan links.

Collaborate with specialist support services as appropriate.

Promote the positive involvement of parents/carers in school life.

Contribute to a positive, collaborative working environment.

Promote positive relationships and work with colleagues in other schools and external agencies.

Other

To undertake any other professional duties, or training, reasonably delegated by the Head Teacher, which are within the scope of this post and in line with the changing needs of the school.

Act as an ambassador, promoting the ethos, aims and provision at St Gabriel's CofE Academy.

This job description is subject to annual review. It may be amended at the request of the Headteacher or the post holder but only after full consultation.

Person Specification

This person specification is related to the requirements of the post as determined by the job description. Short listing is carried out on the basis of how you meet the requirements of the person specification. You should refer to these requirements when completing your application.

Education and training		Essential	Desirable	Measured by:
	Full and Relevant Level 6 EY Qualification	✓		Application
	Early Years Teacher Status or Early Years Professional Status		✓	
	Recent, relevant in-service training in current EYFS practice	✓		
	GCSE Maths and English at grade A-C or equivalent	✓		
	Current paediatric first-aid certificate		✓	
	Evidence of a commitment to continuing professional development		✓	
Relevant Experience				
	Considerable experience of working to support learning within an EYFS setting	✓		Application and interview
Knowledge and Skills				
	Up-to-date Knowledge and understanding of the Early Years Foundation Stage Curriculum		✓	Application and interview
	Ability to articulate an understanding of excellent practice in the Early Years		✓	
	Knowledge of assessment, recording and reporting of pupils' progress and achievements in the Early Years Foundation Stage including an understanding of standards expected		✓	
	Knowledge of synthetic phonics and early reading strategies	✓		
	Up to date knowledge of relevant legislation and guidance in relation to working with and the protection of children and young people.	✓		
Personal Qualities				
	Demonstrates genuine passion for learning and children's progress	✓		Application and interview
	Positive and flexible approach to new ideas, approaches and challenges	✓		
	Excellent communication and interpersonal skills	✓		

	Evidence of good personal relationships, including the ability to work as a member of a team	✓		
	Ability to work independently, demonstrating initiative	✓		
Additional				
	Evidence of an appreciation of establishing and developing positive relationships with parents and the local community	✓		Application and interview
	Committed to own continuing professional development	✓		
	Demonstrates an understanding that at all times the best interests of the children must be promoted	✓		
	Commitment to upholding and promoting the school's Christian ethos and values	✓		
	An understanding of and proactive commitment to promoting equal opportunities for all	✓		
	Excellent attendance record	✓		
Safeguarding				
	Appreciates the significance of child protection and safeguarding for all individual children	✓		Application, interview and references
	Can demonstrate a working knowledge of and commitment to establishing a culture of safeguarding for the whole school community	✓		

St Gabriel's CofE Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants will be subject to an Enhanced DBS check, two excellent and unequivocal references and a Disclosure of Criminal Record and Disqualification Declaration.

The post holder will be required to take responsibility for and uphold a culture of safeguarding.

Application Information

Thank you for taking an interest in this post.

Candidates are most welcome to visit the school.

Please contact Mrs H. Wilmot at om@stgabrielscofeacademy.org

Please note the closing date for applications is 12:00pm on Friday 23rd June 2023

Interviews provisionally 27th June 2023



Contact Details

Completed applications and supporting documents should be sent via email to:

om@stgabrielscofeacademy.org

or posted to:

Mr Andrew Taylor, Headteacher, St Gabriel's C of E Academy, Houlton, Rugby, CV23 1AN

If you do not receive acknowledgement of an electronic application, then please phone 01788 222405

Please contact us if you require a printed or enlarged application pack.

St Gabriel's Church of England Academy

Houlton

Rugby

Warwickshire