

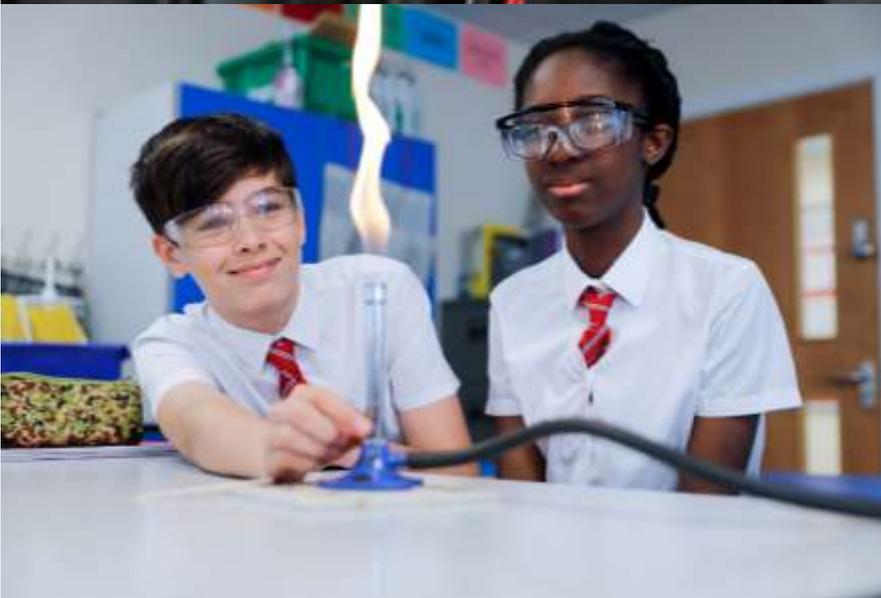
**Robert Clack School of Science**

**Executive Headteacher : Mr R.V.A. Taylor B.Sc., (Econ) (Hons)**



# RECRUITMENT PACK

**EARLY YEARS FOUNDATION STAGE  
TEACHER (PRIMARY)**



Tel: 020 8270 4200

Website: [www.robertclack.co.uk](http://www.robertclack.co.uk)

Email: [office@robertclack.co.uk](mailto:office@robertclack.co.uk)

Recruitment queries: [eselson@robertclack.co.uk](mailto:eselson@robertclack.co.uk)

# Welcome to Robert Clack School

As a former pupil and member of staff for the past 20 years, Robert Clack School and our pupils mean a great deal to me. I believe that Robert Clack is a very special place; we have a strong sense of community and strive for excellence in all that we do.

We are committed to delivering a broad and balanced education, one which appreciates the importance of academic qualifications, but one which also recognises the value of vocational qualifications and the extra-curricular of sport, drama, music, the arts and debate.

Our ethos permeates every aspect of life at Robert Clack School and cultivates the values of mutual respect, compassion, discipline, high expectations and aspirations and hard work. By embracing these values, we believe that our pupils will be able to fulfil their ambitions in life, whatever they may be.

I am delighted that you are interested in pursuing a career at Robert Clack School. Please find enclosed the information relevant to the role you may wish to apply for.

Good luck and best wishes.

Russell Taylor  
Executive Headteacher



# The Recruitment and Application Process

To view the job description, person specification and to download an Application Form please follow this link to the School website: [www.robertclack.co.uk](http://www.robertclack.co.uk)

Please submit completed applications either through the TES website or by e-mail to: [eselson@robertclack.co.uk](mailto:eselson@robertclack.co.uk)

Please note that CVs will only be accepted if accompanied by an application form.

If you have any queries about the application process, you are welcome to contact the School's HR Manager, Emma Selvon on 020 8270 4200 x 3308 or on the above email address.

## **Safeguarding and Promoting the Welfare of Children and Young People Note:**

*Robert Clack School is committed to safeguarding and promoting the welfare of children and young people. Successful applicants must be willing to undergo identity checks, checks with past employers, an online internet search and an enhanced Disclosure & Barring Service check.*

## **Key dates:**

Closing date: ongoing until 8am, Monday 16 March 2026.

Interviews to be held: to be confirmed. During March / April 2026.

Commencement date in post for successful candidate: September 2026.

# ADVERTISEMENT

## EARLY YEARS FOUNDATION STAGE TEACHER

**SALARY:** Main Pay Scale/Upper Pay Scale (Inner London)

### **APPOINTMENT:**

Our Primary School opened in September 2021. Each academic year, the School will continue to expand. Therefore, we require a dynamic and enthusiastic Teacher, with a passion for delivering the highest quality of education, to join our Primary School from September 2026.

Our School prides itself on teamwork and achievement. Candidates must have successful experience of teaching in EYFS. You must be able to demonstrate a commitment to delivering high quality teaching and learning, while promoting and striving for outstanding progress and attainment for all. You must be a reflective practitioner who is able to accept advice and has excellent team working skills.

This post is ideal for an early career teacher. We will also consider applications from experienced teachers.

### **We are looking for an individual who has:**

- Qualified Teacher Status;
- Experience and knowledge of teaching in EYFS, specifically Reception;
- Has excellent knowledge of the EYFS curriculum and assessment procedures;
- Record of / commitment to outstanding teaching and pupil progress;
- Experience of or a commitment to wider school responsibilities;
- Can show the ability to plan, deliver and develop an exciting curriculum;
- Excellent interpersonal and organisational skills;
- A motivator by example of pupils, staff and parents;
- Has the resilience to manage innovation, challenge and change;
- Has experience of supporting pupils with transitioning into a school environment;
- An appreciation and an understanding of a school at the heart of the community.

**Robert Clack School of Science is one of the most successful schools in the UK and we are expanding to become the largest school in the UK. This is a fantastic opportunity for a talented and ambitious professional to join the dedicated teaching team within our school.**

### **Reasons to join us:-**

- **Our Pupils:** The exemplary behaviour of our pupils is always commented upon by visitors to our school. Our pastoral system is second to none, reinforcing the values and ethos of the school. Pupils understand the importance of mutual respect, compassion for others, discipline, hard work, high expectations and aspirations.

- **Professional Development:** We believe in developing and supporting teachers and have been recognised for doing so. We have a Silver Award for our CPD from the Teachers' Development Trust, Investors in People Bronze Award and we were voted the Sunday Times' Best Public Sector Company ranked first for 'Leadership', 'My Company' and 'Personal Growth'.
- **Working Conditions:** Our pupils need the best quality teachers in the classroom and we support our teachers through minimal bureaucracy, supportive departments, pastoral teams and the leadership team.
- **Professional Advancement and Opportunities:** We believe in training and developing teachers and the majority of our post holders trained at Robert Clack. A number are former pupils of the school, including the Headteacher, who decided to return as teachers. If you are ambitious, motivated and above all an excellent teacher, there are plenty of opportunities to develop.

To view more information about Robert Clack School, please take a look at the school website. If you would like to apply for this position, please refer to the Teacher Job Description, Teacher Person Specification and download the Teacher application form. Please submit your completed application form via the TES, DFE or to: [eselson@robertclack.co.uk](mailto:eselson@robertclack.co.uk)

CVs only will not be accepted. They will only be accepted if accompanied by a completed application form.

**REQUIRED FOR:** 1 September 2026.

**APPLICATION CLOSING DATE:** 8am on Monday 16 March 2026.

**INTERVIEWS TO BE HELD:** During March / April 2026.

*Robert Clack School is committed to safeguarding and promoting the welfare of children and young people. Successful applicants must be willing to undergo identity checks, checks with past employers, an online internet search and an enhanced Disclosure & Barring Service check.*

## Job Description and Person Specification

<b>Job Title:</b>	Early Years Foundation Stage Teacher
<b>Department:</b>	Teaching
<b>School:</b>	Robert Clack School Although you may be based on one school site, your role is not site specific.
<b>Reports to:</b>	Assistant Headteacher – Primary
<b>Responsible for:</b>	N/A
<b>Number of Posts Supervised/Managed:</b>	N/A

### 1. Purpose of the Job:

- To deliver outstanding teaching and learning at EYFS and support pupils to achieve excellent academic results.
- To work with the EYFS Phase Lead to support the design, development, resourcing and implementation of the EYFS national curriculum ensuring that it is engaging and challenging for pupils.
- To assist the Assistant Head Teacher and EYFS Lead in motivating and enabling staff to provide the highest standard of education for all pupils.
- Work to support the aims and ethos of the school and uphold the highest professional standards at all times.

### 2. Main Activities:

#### Generic Responsibilities of the EYFS Teacher:

- To carry out the duties of a Class Teacher as set out in the School Teacher's Pay and Conditions Document.
- To plan, resource and deliver engaging lessons to the highest standard ensuring that learning takes place and students make progress.
- To provide a nurturing classroom environment that helps students to develop as learners.
- To establish good relationships, encourage good working practices and support, challenge and to direct and supervise the support staff allocated to your EYFS class.
- To provide regular communication with parents about what is happening across the Early Years setting.
- To provide for the pastoral, educational, social, moral, spiritual and cultural development of the children across the EYFS and be committed to a fully inclusive school.
- To be responsible and accountable for securing the highest standards of pupil achievement across the EYFS in conjunction with the EYFS Lead through a process of effective monitoring, evaluation, reporting and review of learning, progress and teaching outcomes.
- To address any areas of underachievement and inconsistencies within the EYFS.
- In conjunction with the EYFS Lead, to use relevant assessment information to set targets for improvement across the EYFS, with a forward thinking view to KS1.

- To promote the positive ethos and culture of the school to other staff, governors, parents, children and members of the wider community.
- To contribute to and actively support the overall ethos/work/aims of the school.
- To comply with, support and promote all school policies and procedures, particularly those relating to; safeguarding, equal opportunities, racial equality, health, safety and security, confidentiality, behaviour and data protection.
- To safeguard every pupil's health, safety and well-being in line with school policies.
- To keep up to date records of any meetings/actions/outcomes from the meetings, a copy of which must be given to the Executive Head Teacher within 3 days of the meeting/action/outcome.
- To take responsibility for understanding the part that one plays in the progress of the School Improvement Plan and contributing to it accordingly.
- Both deliver and undertake professional development within and outside of the school.
- Communicate and co-operate with other agencies to support the educational, development/general progress and well-being of individual pupils and to participate in meetings arranged for any purposes described above.
- In conjunction with the EYFS Lead, to provide reports to parents, pupils, Governors and the Leadership Team with regard to the progress within EYFS.
- In conjunction with the EYFS Lead, to liaise with the SENCO and SLT to contribute to the planning and organising of the work of the TAs in EYFS, in order to have a positive impact on pupil progress.
- To keep up to date with current trends and research and to debate as appropriate.
- To support the team to improve the quality of teaching and learning across the EYFS.
- To review planning and teaching methods in order to meet the needs of individual pupils, including SEN, Gifted and Talented, Looked After Children and children with English as an Additional Language.
- To exemplify good practice in the classroom and provide demonstration lessons for staff/governors/parents as appropriate.
- In conjunction with the EYFS Lead, to evaluate assessment data in EYFS.

#### **Other Activities:**

- To provide curriculum information for parents such as letters and booklets, in line with school policy and in consultation with the Head Teacher.
- To support the EYFS Lead when required in parents meetings/workshops, in consultation with the Head Teacher.
- To organise special assemblies, performances, school trips and other events.
- To carry out any other duties reasonably requested by the Head Teacher or SLT. The duties may be varied to meet changed circumstances in a manner compatible with the post held, at the reasonable direction of the Head Teacher.

### **3. Statutory Requirements:**

This post carries a requirement to have an enhanced Disclosure and Barring (DBS) check for Children.

### **4. General Accountabilities and Responsibilities:**

- Comply at all times with the Council and School's policies and procedures, particularly those regarding Data Protection, Equalities and Diversity, Health & Safety and Safeguarding.

- Undertake a proactive, committed approach towards the School's values and ethos.
- Comply with the competencies and standard requisites agreed by the School as relevant to your post.
- Participate in training and development activities.

*The above mentioned duties are neither exclusive nor exhaustive and the post holder may be called upon to carry out such other appropriate duties as may be required by the Line Manager within the grading level of the post and the competence of the post holder.*

## Person Specification

<b>Post Title:</b>	Early Years Foundation Stage Teacher (Primary)	<b>Grade:</b>	MPS/UPS
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Attributes	Criteria	Assessment Method	Essential	Desirable
<b>Experience</b>	<ul style="list-style-type: none"> <li>• A record of outstanding classroom practice in EYFS</li> <li>• Experience of successfully directing and supervising support staff</li> <li>• Successful implementation of quality assessment to inform teaching and learning</li> <li>• Experience of involvement of transition into the School environment and of the EYFS curriculum</li> <li>• Experience of working successfully with parents</li> <li>• Experience or knowledge of early child development</li> </ul>	Application form, interview, lesson observation	<p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p>	
<b>Education, Training &amp; Qualification</b>	<ul style="list-style-type: none"> <li>• Teaching degree or postgraduate qualification</li> <li>• Qualified Teacher Status</li> <li>• Recent relevant CPD particularly in relation to EYFS</li> </ul>	Application form, interview	<p>X</p> <p>X</p> <p>X</p>	

<b>Professional Relationships and Commitment</b>	<ul style="list-style-type: none"> <li>• Able to work effectively and supportively within a team.</li> <li>• Excellent verbal and written communication skills when dealing with pupils, parents, visitors, colleagues and external agencies.</li> <li>• Ability to engage, enthuse and motivate pupils to provide a positive learning experience.</li> <li>• Work in accordance with the school's ethos, policies and strategies, and promote the school's ethos in the school and local, wider community.</li> <li>• A strong commitment to the community and development of the Spiritual, Moral, Social and Cultural (SMSC).</li> <li>• Excellent commitment to support future development of the school and to whole school improvement.</li> </ul>	Application form, interview,	X X  X  X  X	
<b>Knowledge, understanding and skills</b>	<ul style="list-style-type: none"> <li>- Secure working knowledge of the EYFS</li> <li>- Knowledge of current educational issues</li> <li>- Clear competence of working with ICT and evidence of the strategic use of data</li> <li>- Ability to provide a broad, balanced, relevant and creative EYFS curriculum</li> <li>- Excellent classroom management</li> <li>- Evidence of successfully inspiring and challenging others to raise performance and standards</li> <li>- Excellent organisational and time management skills</li> </ul>	Application form, interview, lesson observation	X X X  X  X  X  X	

	<ul style="list-style-type: none"> <li>- Ability to secure high standards of pupil achievement and behaviour in the EYFS</li> <li>- Ability to maintain confidentiality</li> <li>- A robust awareness of how to keep children safe and of safeguarding procedures</li> </ul>		<p style="text-align: center;">X</p> <p style="text-align: center;">X</p> <p style="text-align: center;">X</p>	

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