**Whitecross Nursery School**

***“Your Child, Our Inspiration”***

**Full-Time Nursery Class Teacher Job Description**

**Post Details:** Full-Time Nursery Teacher at Whitecross Nursery School

**Salary:** Teachers Main Pay Scale

**Contract Type:** Temporary

**Start:** September 2022

**Line of responsibility**

The class teacher is directly responsible to the Headteacher and the Lead Teacher

**Job Description**

To follow the basic duties of a class teacher as outlined in the latest Teachers Pay and Conditions document. She/He will maintain a good understanding of safeguarding, the early year’s curriculum, assessment and Whitecross Nursery policies.

This job description may be amended at any time following a discussion with the Headteacher and member of staff and will be reviewed annually.

**Core Responsibilities**

* + - * To work effectively in partnership with Headteacher and all staff to ensure there is effective teaching and learning throughout the school
			* Reflect upon and evaluate their own teaching
			* Promote and support the highest aspiration for all children including those with SEND and EAL
			* Maintain excellent classroom management with regard to all health and safety policies
			* Use a variety of teaching methods to support both child initiated and adult directed activities
			* Ensure continuity and progression for the learning of all children
			* Develop, provide and monitor the effectiveness and care of high quality resources to meet the needs and interests of individual and groups of children.
			* Develop, model and sustain a high quality play based environment
			* To actively promote and ensure inclusion and acceptance of all children
			* Lead and implement all agreed systems of assessment, planning and monitoring
			* Support Teaching Assistant colleagues in assessment and recording processes
			* Complete children’s reports in line with school policy
			* Attend parents’ evenings as required and keep parents informed about their child’s performance, attendance, achievements, behaviour and future targets
			* Keep appropriate records of children’s work

**Support effective leadership & Management**

* + - * To model, promote and implement all agreed school policies and procedures.
			* To ensure high standard of provision throughout nursery on a daily basis and to direct and support colleagues in order to achieve this.
			* Be open to ideas, value enthusiasm and innovation in others
			* Maintain and demonstrate excellent levels of communication and partnership working with all team members, volunteers, governors, families and other professionals.
			* To support the Headteacher in performance management procedures.
			* To support with the induction of new staff.
			* To take on role of curriculum co-ordinator for specific areas of learning and to work in partnership with identified curriculum partners.
			* To lead and participate in staff meetings, INSET, and other activities that support the continuing professional development of team members.
			* To contribute to school self-review and development.
			* To support the Headteacher in developing the strategic direction of the school.

**Partnership Working Throughout School & Wider Community**

* + - * To play a key role in admission and transition.
			* To ensure high quality partnership working with parents and carers at all times.
			* To provide resources and activities to actively involve parents and carers in their child’s learning and development.
			* To liaise with other professionals and agencies involved with individual children.
			* To lead and contribute to community cohesion and specific community initiatives as well as new and traditional family events.
			* To continue to develop the profile of the school.

**Conditions of Employment:**

* + - * The above responsibilities are subject to the general duties and responsibilities contained in the written statement of conditions of employment (the contract of employment)
			* The post holder is required to actively promote, support and encourage the school’s ethos and its objectives, through good practice, policies and procedures as agreed by the governing body
			* To uphold and comply with the school's policy in respect of child protection and safeguarding matters
			* She/He shall be subject to all relevant statutory requirements as detailed in the most recent School Teachers’ Pay and Conditions Document
			* The post holder may be required to perform any other reasonable tasks after consultation
			* This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so constructed
			* This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification at any time after consultation with the post holder
			* All staff members are required to participate in the school’s appraisal scheme. The Headteacher will set agreed targets for the year, and monitor and review performance. The school will support the continuing professional development of all staff, to ensure that their skills and expertise is being kept up to date