

EYFS and Key Stage One Job Description

POST: Class Teacher
PAY RANGE: Commensurate with experience

Job Purpose

To carry out the professional duties of a teacher as required by the school in agreement with the most recent version of the School Teachers' Pay and Conditions Document and in accordance with the school's policies under the direction of the Head teacher.

Relationships

The post holder is responsible to the Head Teacher for his/her teaching duties and responsibilities and for teaching tasks and for the supervision of the work of a teaching assistant.

Overview

To teach a mixed age class of Reception, Year One and Two children with the support of a highly skilled EYFS teaching assistant.

Employment details

Job title:	Class Teacher
Reports to (job title):	Head Teacher

Areas of Responsibility and Key Tasks

General
Support the policies, ethos and vision of the school and actively promote high levels of achievement in the Reception and Key Stage One.
Seek and implement areas for school improvement and the development of staff with regards to Reception and Key Stage One.
Evaluate the effectiveness of the provision in Reception and Key Stage One in close collaboration with the Head teacher.
Teaching and development
Lead the Reception and Key Stage One learning in the planning and delivery of a creative and stimulating curriculum.
Ensure the curriculum supports a range of learning styles and develops children's independence.
Take responsibility for high quality teaching provision throughout Reception and Key Stage One.
Ensure curriculum policy development is focused on continuous improvement.
Ensure all pupils are able to learn and achieve to the best of their various abilities.
Ensure the requirements for the pupils, including the arrangement of assessment, are met.
Monitor the progress of pupils and report evaluated data to the Head Teacher.
Work in partnership with the Head Teacher to monitor the success of the teaching of the curriculum and manage areas for improvement.
Share and model outstanding practice.
Evaluate your own teaching critically to improve effectiveness.
Ensure the effective and efficient deployment of classroom support.

Job Description – EYFS and KS1 Teacher

Leadership and management
Establish and maintain positive working relationships with all members of staff.
Provide support and guidance for members of staff.
Lead training and development activities and evaluate the outcomes.
Organise and manage the day-to-day running of Reception and Key Stage One teaching, including efficient use of teaching resources.
Assist the Head Teacher in the review and evaluation relevant policies and procedures.
Support and lead the induction process for new members of Reception and Key Stage One support staff.
Stimulate colleagues and pupils alike, by creating a supportive, challenging and positive environment.
Manage own professional development by attending training opportunities.
Keep up-to-date with current thinking and progression in education.
Communication
Develop and maintain effective relationships with parents, colleagues, the Governing Board and the local community.
Develop and maintain links with the LA advisory and support services.
Actively communicate with the local community for opportunities to extend the curriculum and enhance teaching and learning.
Ensure parents are well-informed about the curriculum as well as their child's progress and targets.
Provide necessary information to the Governing Board to ensure it meets its responsibilities.
Communicate any local and national changes to members of staff.
Liaise with other external colleagues to ensure a smooth transition into Primary School.
Liaise with other colleagues to ensure a smooth transition for all pupils from Key Stage One to Two.
Additional duties
Promote and safeguard the welfare of all pupils.
Ensure a high standard of care for pupils is consistently maintained.
Act as a role model for members of staff and pupils.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

This job description may be amended at any time following discussion between the Head Teacher and member of staff and will be reviewed annually as part of Performance Management.