

SOMERSET NURSERY SCHOOL

JOB DESCRIPTION

POST: MAIN SCALE/UPPER PAY SCALE TEACHER

SALARY SCALE: TEACHERS PAY SCALE

Purpose of Job

To carry out the professional duties of the Main Scale Teacher, as set out in the current “School Teacher’s Pay & Conditions” document.

To be responsible for the welfare, behaviour and education of children in accordance with the requirements of the foundation stage curriculum (2-5).

To take an active role in the development and implementation of school policies.

Main Duties and Responsibilities

- To carry out the professional duties of a main scale teacher with responsibility for a small team of nursery nurses and teaching assistants as required.
- To be responsible for the welfare, behaviour and education of children in accordance with the requirements of the early years foundation stage curriculum.
- To take responsibility for planning, evaluating and co-ordinating the day to day work of the team.
- To work in co-operation with the whole school team to ensure that the school’s aims, objectives and policies are implemented.
- To play an important role under the direction of the head teacher, in the regular review of aims, policy and practice.
- To take an active role in maintaining, extending and developing high standards of good early years practice.
- To be responsible for the development and coordination of a named curriculum area in the school by: Monitoring the named curriculum area
Monitoring resources
Updating policy as necessary
- To take part in the schools appraisal programme and address performance objectives effectively.
- To share in the responsibilities of induction and monitoring of new members of staff, supply staff and students on visits and placements to ensure they have enough information to carry out their job effectively.
- To undertake any professional duties reasonably delegated by the head teacher.
- To liaise and work with multi-disciplinary professionals, including colleagues from health services and social services.
- To work closely with the SENCO to devise, monitor and evaluate children’s Individual Education Plans.
- To undertake the role of DDSL, supporting the DSL in matters of child protection and safeguarding.

SAFEGUARDING AND CHILD PROTECTION

- To be fully aware of and understand the duties and responsibilities arising from the Children Act 2004 and documents such as; ‘Working Together to Safeguard Children and Young People’ and ‘Keeping Children Safe in Education’ in relation to child protection and safeguarding, as this applies to the class teacher’s role within the school.
- To be aware who the Designated Lead is for Safeguarding (DSL) in the school and who the Deputy Designated Leads are and report any concerns appropriately and in a timely fashion to the DSL.

- To have due regard for safeguarding and child protection, promoting the welfare of children and young people and to have a good understanding of indicators of abuse within the class teacher's role. To follow the child protection policies and procedures adopted by the Governing Body.
- Attend Safeguarding and Child Protection training as appropriate and when requested to do so.

General Statements

Required to carry out all reasonable duties and responsibilities of the post in accordance with the School's policies and procedures and standing orders.

- Enactment of Health and Safety requirements and initiatives as appropriate
- All employees are required to declare any conflict of interest that may arise before or during their employment.
- Any outside activities, either paid or unpaid, must not in the view of the School conflict with or react detrimentally to the School's interest, or in any way weaken public confidence in the conduct of the School's business.
- Undergo and meet school conditions for a satisfactory enhanced DBS check.
- Must comply with all equality legislation, policies and procedures; actively promote ways of eradicating and challenging racism, prejudice and discrimination through the School's policies and procedures.
- Being aware of responsibilities under the Data Protection act for the security, accuracy and relevance of information held and maintained.
- Treating all information acquired through your employment, both formally and informally, in strict confidence.
- To demonstrate a commitment to good customer care.
- Any other duties of an appropriate level and nature will also be required.

To contribute as an effective and collaborative member of the School Team

- Participating in training to be able to demonstrate competence.
- Participating in first aid training as required.
- Participating in the ongoing development, implementation and monitoring of the service plans.
- Contributing in meetings and being a supportive member of the school team.

Review & Amendment

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

PERSON SPECIFICATION

Experience:

- * Previous Early Years experience.
- * Experience of involving parents with their child's development.
- * Experience of working in a team.
- * Experience delivering an early years curriculum outdoors, as well as indoors

Qualifications or Training:

- * Qualified Teacher Status.
- * Degree in relevant subject.
- * Post graduate experience relevant to the post.

Practical Skills:

- * The ability to plan and deliver stimulating teaching experiences in line with EYFS
- * The ability to refine policy and practice through reflection and consultation.
- * A sound understanding of Early Years child development.
- * A sound understanding of EYFS, ECM and other documentation relevant to the curriculum.
- * A sound understanding of inclusion, making the curriculum accessible to all learners.
- * The ability to work in a team and to motivate other adults in the classroom in order to achieve successful outcomes.
- * The ability to prioritise and manage workloads effectively in order to secure successful outcomes within agreed timescales.
- * A sound understanding of observation and assessment.
- * A sound understanding of monitoring provision and practice.
- * A commitment to equal opportunities and safeguarding
- * Good written and verbal communication skills

Personal Qualities & Attributes:

- * The ability to adapt to changing circumstances and needs.
- * The ability to reflect constructively on practice and to manage needs.
- * The ability to motivate others to seek improvement.
- * A positive attitude.
- * A willingness to contribute to whole school development.
- * A desire for high expectations and standards for self and others.