



**WE ARE** ASTREA

**EYFS TEACHER  
APPLICANT BRIEF**

**WAVERLEY PRIMARY ACADEMY**  
*Part of*  
**ASTREA ACADEMY TRUST**





# Open Letter from Principal

Dear Candidate,

This is an incredibly exciting time to join Waverley Primary Academy. Waverley Primary Academy is a primary academy based in Balby in Doncaster. It serves approximately 200 children between the ages of 3 and 11.

At Waverley Primary Academy, children are at the heart of everything. Pupils are taught academic knowledge and skills as well as developing the whole child, in order to prepare pupils for their next stage of education and to enable them to lead active and happy lives. The values of Resilience, Empathy, Aspiration, Contribution and Happiness run through all parts of school life and create a calm, happy and hardworking atmosphere with a strong commitment to all pupils achieving their full potential, regardless of their starting points.

Pupils start their learning journey in Foundation Stage where provision, both indoors and outdoors, allows them to develop their investigative skills, test their ideas and to learn the basics of number and language. The curriculum then develops these skills further as pupils grow through school. Knowledge and skills are taught through an enjoyable and engaging curriculum, ensuring pupils leave Waverley fully prepared for later life, with memories they will never forget!

Astrea Academies Trust is an inspirational academies network that aims to give children and young people from all backgrounds an education that will transform their lives. Membership of the Astrea Academies Trust provides enhanced CPD opportunities for staff.

The Academy is seeking to attract a talented, knowledgeable, and committed team member who can demonstrate high aspirations for all our children along with the enthusiasm and resilience to support all aspects of a child's education. The successful candidate will have the opportunity to join a supportive team and play a key part in helping to steer Waverley on its journey of educational improvement.

Thank you for your interest in joining our team.

We are looking forward to hearing from you,

**Louise Stanton**  
Principal, Waverley Academy



# JOB DESCRIPTION

|                        |  |
|------------------------|--|
| <b>SALARY</b>          | M1 – M6  |
| <b>CONTRACT TYPE</b>   | Fixed Term Contract (until 31 <sup>st</sup> August 2022) |
| <b>WORKING PATTERN</b> | Monday to Friday   |
| <b>HOURS PER WEEK</b>  | 32.5 hours   |

## Purpose

The post holder will have a responsibility for the education of pupils for whom they are timetabled to teach and are also responsible for including the planning, preparation and assessment of work.

The duties outlined within this job description are in addition to those covered by the Astrea and National Teacher standards latest Academy Teachers' Pay and Conditions Document.

## Key Accountabilities

- Ensure that school policies, in relation to effective learning, are successfully implemented to secure a well ordered and disciplined teaching and learning environment that leads to students making outstanding progress.
- Provide overall direction for student learning, ensuring that provision is made for students of all abilities, that they are effectively taught and that learning and achievement over time are evident. Work with other staff in contributing to the total learning of students including extension and enrichment activities.
- Follow the principles of the school's curriculum planning and development framework in preparing, delivering and developing with others (staff and partners from industry and commerce) aspects of the curriculum. Ensure that the curriculum incorporates contextual learning, using a range of educational and business partners which engage and enthuse pupils.
- Set and maintain high standards, expectations and aspirations for both staff and students, ensuring that they are treated with dignity and respect, and that they receive appropriate guidance, support and recognition.
- Ensure the preparation, planning and delivery of the agreed learning programmes, utilising flexible approaches to learning including the application of E learning. Be a role model in the teaching of classes.
- Ensure that teaching and learning meets the needs of learners, impacting significantly upon student attainment and achievement. Meet all requirements in the Teachers Standards.
- Demonstrate excellent Early Years practice in all areas
- Through mentoring and support of pupils, coupled with a deep knowledge of their family and background, develop every pupil as an individual who is part of this unique family.
- Develop and implement school evaluation procedures to monitor and evaluate the quality of planning, teaching and learning and assessment. Evaluate levels of attainment and achievement of all areas within your remit against both school targets and nationally recognised benchmarks.
- Contribute to the delivery of exciting and innovative project-based learning through developing schemes of work and delivering curricular content.



- Ensure that effective relationships and communications are developed and maintained with all stakeholders including parents and carers, governors, primary schools and others.
- Data Use data effectively to plan and teach

### Key Responsibilities

- To plan programmes of work for pupils in co-operation with teaching colleagues within the team in order to ensure that all children are taught by members of that team experience similar learning opportunities
- To plan work matched to the individual needs of children and within the school's agreed policy and schemes of work
- To produce written records of such planning in accordance with school policy
- To assess and record pupil's achievements and progress within the statutory requirements and school's assessment policy and report to parents
- To contribute to meetings, discussions and management systems necessary to ensure the co-ordination of the work of the school as a whole
- To ensure that the classroom is kept tidy and attractive, with children's resources readily available for them to find independently
- To contribute to the ideas within and the implementation of the School Improvement Plan
- To supervise the use of support staff relevant to the class.
- To contribute to the provision of a safe and secure learning environment.
- Teach an inspiring and appropriate Early Years Curriculum following the Early Years Foundation Stage (EYFS) guidance
- Ensure children are settled in well to their first year of schooling
- Be accountable for the attainment, progress and outcome of pupils you teach and monitor every child's progress against the Early Learning goals, whilst following the EYFS curriculum
- Liaise effectively with parents and offer opportunities for them to engage in their child's learning at home
- Be aware of pupils' capabilities, their prior knowledge and plan teaching and differentiate appropriately to build on these, demonstrating knowledge and understanding of how pupils learn
- Have a clear understanding of the needs of all pupils, including those with special educational needs; gifted and talented; EAL (English as an additional language); and/or disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them all
- Demonstrate an understanding of, and take responsibility for, promoting high standards of literacy including the use of standard spoken English and the teaching of early reading and phonics
- Make accurate and productive use of assessment to secure pupils' progress and ensure every child makes good progress



# PERSONAL SPECIFICATION

## Skills/Capabilities/Experience

- Teaching throughout the age and ability range
- Good organisational skills
- Good communication skills
- Good teaching skills and range of strategies
- Knowledge of National Curriculum
- A role model of exemplary teaching practice who seeks to inspire and excite children in their learning.
- Can lead by example, is inspirational to colleagues and pupils and shares best practice.
- Can work collaboratively within a strong and cohesive team.
- Is able to build strong relationships with parents/carers.
- Is a caring professional with high expectations who has the energy and determination to make a difference
- Has the children at the heart of everything they do
- Is keen to contribute to the wider life of the school and a commitment to self-development and training
- A professional responsibility to promote and safeguard the welfare of children and young people
- Be a role model in setting professional standards in all aspects of the role
- Commitment to high standards in all aspects of the academy's work

### **This is not exhaustive.**

*Astrea Academy Trust is committed to safeguarding and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment. Posts are subject to enhanced DBS checks. For further details on the recruitment process, please review our Recruitment Pack. This can be found attached to each vacancy or requested by emailing [recruitment@astreaacademytrust.org](mailto:recruitment@astreaacademytrust.org)*