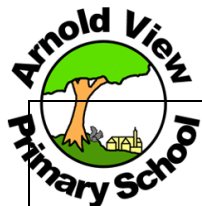
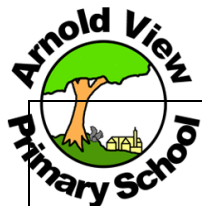


Arnold View Primary School EYFS Lead Job Description

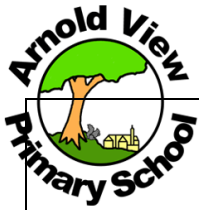
Job Title	EYFS Lead
Grade	Main Pay Scale/ UPS & TLR 2
Reports to	Headteacher
Core Responsibilities	<ul style="list-style-type: none"> To carry out the duties of a school teacher as set out in 2016 School Teachers' Pay and Conditions Document. To promote actively the values and ethos of the school in accordance with the wishes of the Governors and under the direction of the Headteacher. To support, hold accountable, develop and lead the phase team in order to secure high quality teaching, the effective use of resources, and high standards of learning and achievement for all pupils in Foundation Stage. To be a member of the School Leadership Team and make a significant contribution to the strategic development and direction of the school. <p>The EYFS Leader will work in partnership with the Leadership Team to secure the school's success and improvement, ensuring high quality education for all its pupils and improved standards of learning and achievement for all. The main responsibilities for this post are:</p> <ul style="list-style-type: none"> To work with the SLT to accelerate progress for all pupils particularly in EYFS To support, develop and coach teaching and learning across EYFS, so that the school has a consistently good or better teaching To lead and co-ordinate assessment across EYFS, maximising pupil and parental engagement To support day to day leadership in school
The EYFS Lead will also have key accountability for:	
Knowledge and Understanding	<ul style="list-style-type: none"> What constitutes high quality in EYFS educational provision, the characteristics of effective Early Years settings, and strategies for raising standards and outcomes for EYFS children How to promote pupils' spiritual, moral, social and cultural development and good behaviour through effective management and leadership
Strategic Direction and Development of the school	<ul style="list-style-type: none"> Help develop a highly effective Early Years team through effective systems Maintain an ethos and provide educational vision and direction which secures outstanding teaching and learning which leads to outstanding outcomes for children in Early Years Be able to present a coherent and accurate account of the



	<p>children's performance and other Early Years self-evaluation evidence in a form appropriate to a range of audiences, including Governors, the Local Authority, the Local Community, Ofsted and others</p> <ul style="list-style-type: none"> • Lead by example, provide inspiration and motivation to your teams. Embody for the pupils, staff, governors and parents the vision, purpose and leadership of learning in EYFS • Ensure that all teaching staff and non-teaching staff are committed to the school's aims, and are accountable in meeting long, medium and short-term objectives to secure school improvement, and targets which secure the educational success of all EYFS children
Planning and Setting Expectations Assessment and Evaluation	<ul style="list-style-type: none"> • Have high expectations of all pupils and staff. • Think creatively and imaginatively to anticipate and solve problems and identify opportunities • To work with the Leadership team to monitor, evaluate and review the effects of policies, priorities and targets of the school in practice, and take action as necessary • To contribute to the School Evaluation Form • Work with other lead professionals to ensure the use of comparative data, together with information technology about pupils' prior attainment, to establish benchmarks and set targets for improvement • Use this information to form annual action plans to inform address areas for improvements
Relationships with Parents and the Wider Community	<ul style="list-style-type: none"> • To support families with the induction and well-being of their child when they arrive in Early Years. • Ensure that parents are well-informed about their child's attainment and progress. • To develop an effective partnership with parents and help them understand how they can support their child's learning and personal development. • Involve parents in the learning process through workshops and events • Develop effective relationships with the community; make meaningful connections with our feeder childcare providers and their parents
Managing and Developing Staff	<ul style="list-style-type: none"> • Ensure that a professional demeanour and attitude is maintained by all staff in your team • Lead professional development of staff through example, creating strong team work • Support the provision of high quality professional development by methods such as coaching, drawing on other sources of expertise where appropriate • Mentor trainee and newly qualified teachers and support the induction of any new staff in EYFS



	<ul style="list-style-type: none"> • Lead Performance Management for staff in the Early Years Team • Creating rotas to ensure the smooth running of the Unit • To Lead EYFS meetings weekly
Managing resources	<ul style="list-style-type: none"> • Manage, monitor and review the range, quality and quantity of all available resources in order to improve pupils' achievements, ensure efficiency and secure value for money. • To manage the EYFS budget
Managing Own Performance and Development	<ul style="list-style-type: none"> • To already have or to undertake NPQEYL • Participate in arrangements for Appraisal and take responsibility for own professional development. • Prioritise and manage own time effectively. • Work under pressure and to deadlines. • Sustain their own motivation and that of other staff in their phase. •
Safeguarding	<ul style="list-style-type: none"> • The teacher will be required to safeguard and promote the welfare of children and young people and follow school policies and staff code of conduct • To undertake the role of a DSL if necessary
General	<ol style="list-style-type: none"> 1. To teach a class within EYFS. 2. To be a committed and active member of the staff team and school community. 3. To share the planning within a specified year group and to prepare and evaluate activities that lead to the effective education of the pupils in your charge, through half-termly, weekly and daily plans. 4. To liaise effectively with appropriate teachers when providing cover for your class, including supply cover for course attendance and PPA release. 5. To maintain effective records of pupil progress of the assigned class, including groups and individual pupils, teacher assessment and any other agreed system. 6. To ensure the good behaviour of all pupils in the school, supporting whole school procedures, especially those in your care. 7. To be committed to the maintenance of high standards and equality of education throughout the school. 8. To follow the agreed school procedure for the display and presentation of pupils' work, ensuring that appropriate support staff are briefed fully regarding the presentation of a display should you decide the need for one. 9. To meet and inform parents of their children's progress, attitudes, attainment and targets through formal and informal meetings, both before, during and after school. 10. To become a member of a curriculum development team as part of the planned programme of professional development meetings. 11. To promote the vision, aims and values of the school and to contribute to their development. 12. To play a full part in the life of the school, including staff meetings and briefings, INSET, assemblies, liaising with key stakeholders and school



polycymaking.

13. To participate fully in the school self-evaluation process including lesson observations and other appropriate evaluative activities (such as work and planning samples, moderation etc).

14. To implement all school policies, promoting equal opportunities for all.

15. To undertake any other particular duty reasonably assigned by the Headteacher from time to time.

16. To lead an additional subject

The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job description is current at the date shown, but following consultation with you, may be changed by Management to reflect or anticipate changes in the job which are commensurate with the salary and job title.



EYFS CLASS TEACHER PERSON SPECIFICATION

**Essential/
Desirable**

QUALIFICATIONS

Qualified Teacher status.	E
Degree or equivalent.	E
Evidence of further professional development.	E
Safeguarding up to date training	E
NPQEYL qualification or a desire to achieve it during 2024-2025	E

EXPERIENCE

Successful previous teaching experience in different EYFS settings	E
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BEHAVIOURS

Excellent communicator	E
Professional and approachable	E
Ability to problem solve as part of a team or working alone	E
Proactive	E
Positive attitude	E
Demonstrates resilience	E
Has a calm and caring attitude	E

SKILLS AND ABILITIES

A solid understanding of the EYFS Statutory Framework	E
Excellent verbal communication skills	E
Excellent written communication skills	E
Knowledge of the National Curriculum	E
Knowledge of effective teaching and learning strategies	E
Ability to adapt teaching to meet the needs of the children	E
Excellent planning and organisation skills	E
Knowledge of effective behaviour management strategies	E



High Degree of attention to detail	E
Good computing skills	E
Experience of IT systems	E
Ability to adapt teaching to meet children's needs	E
Creative and inspiration in the approach to continuous provision	E
Personal Attributes	
Creative, motivated and proactive, keen to embrace new ideas and challenges.	E
Energy and enthusiasm.	E
Confidence and excellent inter-personal skills.	E
Loyalty and confidentiality	E
Committed to continuing professional development for self and others.	E
Committed to their own professional development	E