|  |  |
| --- | --- |
| **Job title:** Classroom Teacher (EYFS) | **Service area:** Learning Skills and Culture - Schools |
| **Post number:**   | **Division:** Schools |
| **Grade:** M1-M6 | **Section/team:** Humber Estuary Federation |
| **Overall purpose of job:*** You are required to carry out the professional duties of a schoolteacher as set out in the School Teachers Pay and Conditions document.
* The post holder will be expected to work in accordance with the policies of the school and the Local Authority.
 |
| Post holders will be expected to be flexible in undertaking the duties and responsibilities attached to their post and may be asked to perform other duties, which reasonably correspond to the general character of the post and are commensurate with its level of responsibility.  |
| **Main responsibilities:*** To teach a class part time, to the high standard expected by the Headteacher, Governors and the community served by the school.
* To be responsible to the Headteacher or her representatives.
* To manage and lead a whole school curriculum area.
* To maintain good order and discipline among pupils whilst safeguarding their health and safety during activities which take place within and outside school.
* To supervise and manage other adults, for example teaching assistants and / or special needs support assistants.
* To attend staff meetings, parents’ evenings and school training day meetings, as appropriate.
* To participate in procedures for implementing the school’s Performance Management policy.
* To perform delegated duties in accordance with any directives reasonably given by the Headteacher or her representatives.
 |
| **TEACHING AND PASTORAL CARE*** As a classroom teacher, plan, prepare and teach to meet the educational needs of all children assigned, in accordance with the Early Years Statutory Framework and policies of the school.
* To be aware of individual needs within the classroom, both educational and pastoral.
* To identify and support accordingly, pupils with special needs, including more able children, in liaison with other school staff and professional from external agencies.
* Provide guidance on the social and personal development of children and undertake pastoral care of pupils.
* To have high expectations and to create a learning environment of high quality and organisation.
* To work within the stated curricular organisational and philosophical aims of the school and assist in achieving their effectiveness.
* To co-operate with other members of staff, work as part of a team with professionalism, to achieve the overall aims and objectives of the school.
* To take part in the assessment of pupils within the school in accordance with statutory guidelines and school policies.
* To liaise with parents and keep them informed about their child’s education and progress in line with school policy.
 |
| **PROFESSIONAL DEVELOPMENT*** + To review personal teaching methods and programmes of work.
	+ To undertake, as necessary or required, training to ensure continued professional development.
 |
| **Notes:**Post holders will be expected to be flexible in undertaking the duties and responsibilities attached to their post and may be asked to perform other duties, which reasonably correspond to the general character of the post and are commensurate with its level of responsibility. **This job description is provided for guidance only and does not form part of the contract of employment.** This post is subject to enhanced DBS checks. It is an offence for anyone barred from working with children to apply to work in regulated activity with children. The school is committed to safeguarding and ensuring the welfare of children. The successful candidate must share this commitment to keeping children emotionally and physically safe. |

**This page is intentionally left blank**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **POST NUMBER** |  | **JOB TITLE** | EYFS Teacher |  |
|  |  |  |  |  |
| **FACTORS** | **ESSENTIAL** | **DESIRABLE** | **HOW IDENTIFIED** |
| **Education, Training and Qualifications** | * Qualified Teacher Status
* Evidence of keeping up to date with educational thinking and knowledge
* Knowledge of positive behaviour management strategies
* Be fully committed to continuous CPD prepared to attend appropriate courses
 | * Good honours degree
* Post-graduate study (PGCE)
* Other relevant qualifications
* Evidence of attendance on educational courses
 | * Application form
* Interview
* References
* Certificates
 |
| **Experience** | * Recent good/outstanding teaching experience within EYFS
* Experience of the new framework for EYFS
* Experience of developing excellent outdoor provision areas
* Experience of using ICT in the classroom
* Experience of teaching children with special educational needs and the more able
* Ability to work alongside colleagues as part of a team
 | * Experience of leading a curriculum area
* Experience of using EYFS White Rose Maths
* Experience of networking with other EYFS practitioners in local schools to develop practice and share knowledge
* Experience of Little Wandle phonics scheme.
 | * Application form
* Interview
* References
 |
| **Knowledge and Skills** | * Excellent classroom teacher with high expectations, standards of teaching, pupil achievement and behaviour
* Thorough understanding of EYFS Framework
* Displays the ability to create an excellent learning environment
* Ability to get on with people and establish relationships with governors, staff, parents and pupils.
* High standard of communication skills and ability to create positive home-school links
* Ability to establish and maintain good discipline
* Sound understanding of what EYFS principles look like in practice
* Good ICT skills
* Understanding of the responsibilities teacher have for safeguarding the children in their care
 | * Knowledge of what effective transition looks like, both into school from private nurseries and from EYFS into KS1.
* Further Early Years qualifications / CPD
* Paediatric first aid training
* Experience of developing school policy documentation, subject improvement, schemes of work and assessment
* Ability to organise extra-curricular activities
 | * Application form
* Interview
* References
 |
| **Personal Qualities** | * Positive, enthusiastic, energetic, imaginative, forward looking, hard working
* Committed to reflection and self-development
* Reliable, honest, efficient, well-organised
* Openness and willingness to learn showing a strong desire to continually learn and improve for self and others
* Good communication skills – able to relate to people at all levels
* Able to set targets and meet deadlines
* Nurturing, caring and understanding approach with commitment to justice, equity and equal opportunities
* Sense of humour
* Professionalism, sensitivity and discretion
 | * Whole ‘rounded’ personality
* Be able to work on own initiative within the school framework
* Commitment to parental/community involvement
 | * Application form
* Interview
* References
 |
| **Working Arrangements** | * Available for some out of hours working, including Parents Evening, and other in-service commitments
 | * Interests other than education
* Willingness to participate in school extra-curricular activities
 | * Application form
* Interview
* References
 |
|  |  |  |  |  |  |