

Hawley Primary School

Job description – Teacher

Job Title: Early Years Foundation Stage Teacher

Purpose: To carry out the professional duties of a class-based teacher

Duties and Responsibilities

As Class Teacher in EYFS you will be required to:

- ❖ Teach a class of mixed ability children in the age range 4–5 years.
- ❖ Create a safe, disciplined, secure and stimulating classroom and outdoor learning environment where the personal and developmental welfare of every child is considered.
- ❖ Plan, prepare and deliver the EYFS Curriculum to all the children with due consideration to the needs of all children
- ❖ Work with the Early Years team to prepare and deliver creative and inspiring learning opportunities in line with the school's creative curriculum
- ❖ Facilitate baseline assessments for all children in EYFS, planning next steps and interventions based on children's individual starting points.
- ❖ Organise planned curriculum-based trips and visits for the EYFS cohort in conjunction with other teachers and support staff within the Early Years team
- ❖ Follow the school's policy on Teaching and Learning together with the individual curriculum subject area policies.
- ❖ Monitor, assess and record children's achievements using the Early Years Profile together with the school's, the LA and government documents. This includes keeping evidence of achievement and marking work in accordance with the school's Assessment, Recording and Reporting Policy.
- ❖ Maintain regular communication with Parents through day-to-day interaction and regular Parent Consultations.
- ❖ Create an environment that is stimulating and relevant. This includes responsibility for maintaining the EYFS classroom and outdoor space and agreed areas around the school.
- ❖ Be a participating member of the staff team by attending staff meetings, staff training days and other relevant meetings associated with the children in the EYFS class. This includes liaison with outside agencies to meet the individual needs of children in the class.
- ❖ Implement the high standards of our positive relationships and behaviour management within the school.
- ❖ Be professional in working with members of staff, including liaising with pre-schools and KS1 teachers at points of transition, as well as working with Parents, Governors, outside agencies and visitors in school.
- ❖ Participate in the process of Performance Management including objective setting and regular reviews.