



**St. John's**  
**Catholic**  
Primary School • Bath  
Shine | Celebrate | Grow

## **Class Teacher: EYFS**

### **Job Description**

#### **Main purpose**

- Fulfilling the professional responsibilities of a teacher, as set out in the [School Teachers' Pay and Conditions document](#)
- Meeting the expectations set out in the [Teachers' Standards](#)
- The EYFS leader, under the direction of the headteacher, will take lead responsibility of the EYFS to secure:
- High-quality teaching
- Effective use of resources
- Improved standards of learning and achievement for all

#### **Key Accountabilities Planning, teaching & class management**

- To identify clear teaching objectives and learning outcomes, with appropriate challenge and high expectations with a clear vision on assessment criteria.
- To set tasks of which are challenging to children and maintain high levels of interest.
- To organise & manage groups or individual children ensuring differentiation of learning requirements, reflecting all abilities and identifying SEN.
- Setting clear targets and building on prior attainment.
- Maintaining the school's procedures and encourage good practice with regard to punctuality, behaviour, standards of work and homework.
- Effectively using IT to support learning and teaching.
- Reflection on own teaching practice to ensure development of teaching.
- Ensuring the effective and efficient deployment of classroom support.
- Encourage children to think and talk about their learning, develop independence and take pride in their work.
- Have a regard to the curriculum for the school, with a view to promoting the development of the abilities and aptitudes of the children in any class or group assigned.

#### **Pastoral**

- Promoting the general progress and well-being of individual children and of any class or group of children assigned.
- Making records of and reports on the personal and social needs of children.
- Communicating and consulting with the parents, carers and external agencies.
- Participating in meetings arranged for any of the purposes described above.

#### **Monitoring, assessments and reports**

- Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching.
- Mark and monitor children's work and set targets for progress.

- Providing or contributing to oral and written assessments, reports and references relating to individual children and groups of children.
- Prepare and present informative reports to parents.

### **Performance Management**

- Participating in arrangements in line with school performance management procedures. Review, induction, further training and development
- Periodically reviewing the methods of teaching and programmes of work.
- Participating in arrangements for further training and professional development, including undertaking additional training identified in performance management objectives.
- Work as a member of strong staff based team to contribute effectively to working relations within the school. Staff meetings
- Participating in meetings at the school which relate to the curriculum or administration and organisation of the school, including pastoral arrangements.

### **Administration**

- Participating in administrative and organisational tasks related to such duties as outlined above, including the direction or supervision of persons providing support for teachers within the school.
- Attending whole-school Collective Worship. Leading Key Stage Collective Worship.

### **Accountable to**

- The Phase Leader, Deputy Headteacher and Co-Headteachers

The post holder may be expected to carry out work that is not specified in the job profile but which is within the remit of the duties and responsibilities.