



Job Description: Reception Class Teacher (EYFS)

Smauthorne Henry Moore Academy

Responsible to: Head Teacher and Senior Leadership Team

Responsible for: Reception pupils and contributing to the EYFS team

Key Responsibilities

1. Teaching and Learning

Plan and deliver high-quality teaching and learning experiences in line with the EYFS framework, ensuring all children make good progress from their starting points.

2. Learning Environment

Create and maintain an engaging, well-organised, and stimulating learning environment, both indoors and outdoors, that supports children's development across all areas of learning.

3. Assessment and Progress

Observe, assess, and record children's learning using appropriate assessment systems, using this information to plan next steps and support individual needs.

4. Inclusion and Safeguarding

Ensure all children feel safe, valued, and supported, promoting inclusion and equality of opportunity. Follow safeguarding and child protection procedures at all times.

5. Working with the EYFS Team

Work collaboratively with other EYFS staff, including teaching assistants and support staff, to ensure consistent, high-quality provision across Reception.

6. Behaviour and Wellbeing

Establish positive relationships and manage behaviour effectively in line with the Academy's behaviour policy, supporting children's emotional wellbeing and social development.

7. Communication with Parents and Carers

Build positive partnerships with parents and carers, sharing information about progress, learning, and ways to support learning at home.

8. Curriculum Development

Contribute to the development and review of the EYFS curriculum, ensuring it reflects statutory requirements and best practice.

9. Professional Development

Engage in ongoing professional development, training, and performance management activities to continually improve practice.

10. Flexibility and Contribution to School Life

Be prepared to undertake reasonable additional duties as required by the needs of the Academy and contribute positively to the wider life of the school.

Person Specification- Class Teacher

	Essential Selection Criteria	Desirable	Evidence
Education and Qualifications	QTS Evidence of relevant continuing professional development		Application form/certificates
Knowledge and Experience	<p>Be able to demonstrate an understanding and application of:</p> <p>Evidence of outstanding teaching in Early Years.</p> <p>High level of personal literacy, numeracy and ICT skills.</p> <p>Working effectively as a member of a team.</p> <p>Clear philosophy on effective Early Years curriculum and practice.</p>	<p>Evidence of outstanding teaching across the primary age range.</p> <p>Effectively supporting staff through a period of change</p>	Application form Interview Application form/interview Application form Reference Interview Application form Reference Interview
Skills and Abilities	<p>Leadership Skills: the ability to use appropriate leadership styles in different situations in order to:</p> <p>Set high expectations and standards, and provide a role model for pupils and staff.</p> <p>Monitor to ensure that agreed practice is in place.</p> <p>Support colleagues to improve provision.</p> <p>Provide opportunities for staff development and encourage staff to develop themselves.</p>	<p>Manage change in pursuit of strategic objectives.</p>	Application form Reference Interview process Application form Reference Interview Application form Interview Application form Interview Application form Interview

	<p>Build, support and work as part of a team.</p> <p>Motivate pupils and staff.</p> <p>Work effectively in partnership with parents, governors and the wider community</p>		<p>Application form Interview</p> <p>Application form Interview</p>
Personal Qualities	<p>Ability to develop good relationships and communicate effectively.</p> <p>Self-confident with a collected and positive professional manner.</p> <p>Supportive of the school's extra-curricular activities.</p> <p>A good record with regard to punctuality and attendance at work.</p>		<p>Application form Reference Interview</p> <p>Application form Interview</p> <p>Interview</p> <p>Reference</p>