

**TEACHING STAFF  
JOB DESCRIPTION**

<b>ROLE TITLE</b>	EYFS Class Teacher
<b>CONTRACTED HOURS</b>	Full Time
<b>LOCATION</b>	Steeple Bumpstead Primary School
<b>GRADE / SCALE POINT – SALARY</b>	MPR
<b>REPORTING TO</b>	Headteacher

**INTRODUCTION**

All Unity Schools Partnership schools embrace a strong set of values which ensure that pupils learn how to take their place in modern Britain. Every member of staff is required to uphold and promote the values of the Trust in every aspect of their work performance.

All members of teaching staff are responsible personally and collectively for supporting students in becoming confident individuals, successful learners and responsible citizens, through:

- Modelling the core values of the school and wider Trust at all times;
- Nurturing pupils' passions and interests and stimulating their intellectual curiosity;
- Continuously raising pupils' aspirations and self-esteem;
- Contributing to the wider range of opportunities offered by and for the school community;
- Assuming responsibility (as required) for the learning progress of a specific group of individual pupils;
- Ensuring high outcomes for a cohort of pupils

All teachers are required to meet the national standards for teachers according to their role.

**JOB PURPOSE**

To actively pursue the agreed aims of the school and wider Trust, maintaining an outstanding educational ethos, care for the pupils and respect for colleagues whilst undertaking all duties in a professional manner. There is an expectation all staff colleagues will secure a good or better education for all pupils and the continuous improvement of teaching and learning in the school.

**KEY TASKS & RESPONSIBILITIES**

**As Class Teacher:**

- a) Teach at the direction of the Headteacher, implementing agreed planning, assessment and target setting,
- b) Teach the range of subjects needed for children to meet the Early Learning Goals and be well prepared for the Year 1 curriculum, as well as working with others to provide curriculum enrichment for pupils,
- c) Provide an excellent professional model within the EYFS classroom,
- d) Provide an inclusive and personalised curriculum which meets the needs of the children;

including those with Special Educational Needs and/or Disabilities and the more able,

- e) Carry out assessment, recording, monitoring and record keeping according to school policies, maintaining appropriate records which monitor the progress of the pupils and providing regular feedback to pupils in line with the Feedback & Marking Policy,
- f) Complete any relevant class termly and half termly assessment records, using school and wider trust systems,
- g) Provide information for parents, including (but not limited to) annual reports and the completion of the relevant sections of pupils' planners,
- h) Develop strong - home school links with families of children in the class,
- i) Manage and monitor the work of other adults in the classroom,
- j) Liaise closely with the SENCO regarding the learning needs of specific pupils,
- k) Liaise closely with school leaders regarding the achievement of your pupils towards end of year group assessments,
- l) Play an active role in the full life of the school,
- m) Make effective use of PPA time to raise standards,

### **SAFEGUARDING**

Unity Schools Partnership is committed to safeguarding and promoting the welfare of children and young persons at all times.

The post holder, under the guidance of the Headteacher, will be responsible for promoting and safeguarding the welfare of all children with whom he/she comes into contact, in accordance with the Trust's and the school's safeguarding policies. The post holder is required to obtain a satisfactory Enhanced Disclosure from the Disclosure and Barring Service (DBS).

### **GENERAL**

1. Take active responsibility for personal continuous professional development;
2. Take ownership of individual professional growth
3. Maintain consistent high standards of professional conduct, tact and diplomacy at all times in dealings with pupils, parents, staff colleagues, external agencies and any other visitors to the school or wider Trust;
4. Maintain absolute confidentiality and exercise discretion with regard to staff / pupil information and the Trust's business at all times;
5. Act as an ambassador for the School and the wider Trust within the local community and beyond, ensuring that the ethos and values of the Trust are promoted and upheld at all times.

6. To help create a strong school community, characterised by consistent behaviour with strong routines and high expectations as well as caring, respectful relationships by maintaining a presence around the school.

The list above is not exhaustive, and you may be required to undertake any other reasonable tasks and responsibilities which fall within the scope of the post as requested the Headteacher, a member of the Senior Leadership or Trust Executive Leadership Teams.

Unity Schools Partnership has developed a framework for supporting effective practice which will be used to support staff professional development and this job description is subject to change at the discretion of the trust.

**Class teacher**

CRITERIA	ESSENTIAL	DESIREABLE
<b>Qualifications</b>	Recognised QTS A degree Evidence of commitment to own professional development	-Experience in the Early years
<b>Experience and Knowledge</b>	<ul style="list-style-type: none"> <li>- High levels of EYFS subject knowledge and knowledge of statutory requirements within EYFS.</li> <li>- Evidence of positive impact on pupil outcomes</li> <li>- Evidence of effective team working.</li> <li>- Excellent classroom teacher with a proven commitment to improving the quality of children’s learning.</li> </ul>	<ul style="list-style-type: none"> <li>-Evidence of liaising collaboratively with colleagues</li> <li>- Soundwrite phonics trained</li> </ul>
<b>Key Skills and Attributes</b>	<ul style="list-style-type: none"> <li>- Positive disposition to implementing the schools’ educational vision.</li> <li>- Ability to promote and ensure the school/academy vision is understood and acted upon by yourself.</li> <li>- Ability to maintain a consistent and continuous focus on pupil achievement and wellbeing.</li> <li>- Stamina and a positive approach to work.</li> <li>- IT literate</li> </ul>	<ul style="list-style-type: none"> <li>- Experience and understanding of IT as a tool to support learning</li> <li>-Experience of using iPad as a tool for teaching &amp; learning.</li> </ul>
<b>Other Qualities</b>	<ul style="list-style-type: none"> <li>- Able to develop genuine, empathetic relationships with young people.</li> <li>- High personal standards in terms of attendance, punctuality, and meeting deadlines.</li> <li>- High level of personal organisation skills.</li> <li>- Good communication skills, both written and spoken.</li> <li>- Solution focused disposition and a positive attitude particularly to challenge and change.</li> <li>- Understanding of and commitment to Equal Opportunities issues and principles and the need to apply an equal standard of care to all pupils.</li> <li>- Positive disposition towards inclusion of all pupils including those with learning difficulties or who have previously experienced trauma</li> <li>- Able to work as part of a broader inclusion and pupil support system.</li> <li>- Ability to work as a team player and supportive of team working.</li> <li>- Ability and willingness to develop own understanding and capability through advice and training.</li> <li>- Ability to work without constant supervision, to provide assistance as and when required, to seek tasks when unoccupied and think clearly and calmly in an emergency.</li> <li>- Understanding of the principles of accountability and quality assurance to achieve best possible pupil outcomes.</li> </ul>	- Evidence of participating in and developing extra-curricular activities

