

EYFS Teacher (Nursery)

Harpfield Primary Academy
February 2025 (Maternity Cover)



**HARPFIELD
PRIMARY
ACADEMY**
*Creative
Education
Trust*



Dear Colleague

Thank you for your interest in the role of EYFS Teacher (Nursery) at Harpfield Primary Academy.

Harpfield Primary Academy joined Creative Education Trust in April 2015. We are a single form entry school from Nursery to Year 6.

As an academy sponsor, Creative Education Trust is focused on the quality of the educational experience it provides for its students. All of our schools that have been visited by Ofsted since joining the Trust are now rated 'good', having previously been 'inadequate' before joining the Trust.

As a smaller academy we have the privilege of being able to form fantastic relationships with staff and children. It is important to us as an academy to provide a broad and balanced curriculum. In this way, we provide our children with a wealth of experiences to find out where their strengths and interests lie.

At Harpfield Primary Academy, we want each child to be ambitious, successful and most importantly; happy. Children should leave us well equipped for high school and beyond and confident enough to handle the challenges of the wider world; academically and socially. We believe in providing the best possible start to education for all of our children.

Our vibrant school can be sampled on our website. We look forward to the chance to meet you and the opportunity to show you what we have to offer.

I look forward to receiving your application.

Yours sincerely,

Jemma Adlington
Headteacher

“Harpfield Primary Academy provides each and every child an opportunity to blossom.”

You can find out more at:
www.creativeeducationtrust.org.uk

ABOUT CREATIVE EDUCATION TRUST



Creative Education Trust inspires and enables young people to build successful lives on foundations of learning, resilience and employability. We believe that a rewarding educational experience and the highest possible qualifications are the best way to ensure social mobility for young people.

Creative Education Trust is a growing multi-academy trust educating over 13,000 children in England. It was established in 2010 to work in England's post-industrial cities and coastal towns: areas of economic disadvantage and with a history of academic underachievement. We transform these schools by integrating a knowledge-rich curriculum with skills and creativity.

Creative Education Trust defines creativity as the ability to find connections between the things we know and turn these connections into new ideas and action. The academic arts and the sciences, practical subjects and life skills all need this creativity, and creativity is valued highly by employers. Our staff and expert advisers use imaginative methods for linking knowledge across subject boundaries, fostering personal development and resilience and developing practical skills that prepare students for their transition to adult life and employment.



Our Mission

To give every child in our schools the best possible start in life through excellent education and wide-ranging co-curricular opportunities

Our Vision

To send out into the world educated, creative, confident and responsible young people, who can succeed in their ambitions and make their communities better places

Our Values

Ambition

We are ambitious in everything because only the best will do

Excellence

We do not stop at 'good enough'

Creativity

We connect our knowledge in innovative ways

Resilience

When the going gets hard, we up our game and reach our goal

Inclusion

Every child and every colleague matters – we will work for and with them all

Respect

We value the ideas of others and make sure all voices are heard

You can find out more at:

www.creativeeducationtrust.org.uk

ABOUT HARPFIELD PRIMARY ACADEMY



Harpfield Primary Academy is a successful one-form entry primary school in an area of rich cultural diversity.

Our children are encouraged to be open, friendly and honest and we aim to ensure that pupils make outstanding progress during their time with us. We pride ourselves on our close relationships with all our parents and carers.

Our vision for the curriculum is to challenge each child to reach their full intellectual, creative, physical and emotional potential through a fully integrated curriculum. We encourage ALL children to become independent, life-long learners by developing intellectual curiosity, a thirst for discovery and achievement, a sense of understanding and compassion for others and the courage to act on their beliefs. We strive to create a diverse community that fosters mutual respect and social responsibility, enhanced by a strong partnership between home and school.

At Harpfield Primary Academy we offer:

- A friendly school where staff and children offer a warm welcome.
- A newly refurbished Early Years unit with good outdoor facilities.
- Well-equipped ICT with devices available in all classrooms and interactive screens in all rooms
- A specialist music/drama workroom with a specialist music teacher
- A large outdoor environment with excellent recreation facilities and two forest school areas
- Changing facilities and showers for PE and games lessons
- Access to a range of in-school support facilities including Speech Therapist and Younger Minds
- A wide range of extra-curricular clubs run by all members of staff.



‘The school is a well-led and stimulating place in which to work and learn and has continued to improve since the last inspection.’

OFSTED GOOD – MARCH 2019

SUPPORT FOR OUR STAFF

We are committed to providing our academy leaders with the highest quality support and challenge to ensure that their schools excel and give our students the education they deserve.

Our Principals and Headteachers have a good deal of autonomy as school leaders within a framework developed collaboratively with our Director of Education and our Director of Standards and Primary Education.

Each of the Creative Education Trust's schools benefits from a comprehensive programme of support and challenge, including working with former HMIs.

Creative Education Trust places a strong emphasis on CPD for teachers and for senior and middle leaders. We run a regular programme of training events to improve teaching performance and also provide focused management development and one-to-one coaching opportunities. We have an active cross-trust group on the Teaching Leaders programme and use Future Leaders and Teach First extensively.

We believe it is very important that each of our academies plans in such a way that financial and human resources are deployed to support their educational strategies fully. This is supported by our experienced Head Office team, who are available to advise on financial planning, audit, HR, legal and property matters either directly or by referral to our professional advisors.

Each of our Headteachers is a member of the Headteachers' Forum that meets regularly to help Creative Education Trust develop its ethos and strategy, and to share their professional expertise. As the network of Creative Education Trust schools grows, this forum has increasing value as a means of professional development and problem solving.

There are also a number of cross-group, phase leader and year-specific forums.



You can find out more at:
www.creativeeducationtrust.org.uk

EYFS TEACHER (NURSERY)

JOB DESCRIPTION AND PERSON SPECIFICATION

LOCATION

Harpfield Primary Academy, Hartshill, Stoke-on-Trent

SALARY

MPS

THE ROLE

To promote a love of learning, develop emotional security and self-belief whilst ensuring that Children make good progress in their learning. To safeguard the welfare of all children.

REPORTING TO

The post will report to the Headteacher.

PRINCIPAL DUTIES AND RESPONSIBILITIES

As a class teacher:

- Monitor the personal and social development, health and welfare of each pupil in the class.
- Have a thorough knowledge of all pupils in the class through data provided and contact with pupils, parents, carers and colleagues.
- Be aware of the relevant curriculum for all pupils in the class and monitor the academic progress of pupils through their reports, studies, grades and contact with other teachers.
- Encourage and be aware of the pupils in the school's extracurricular activities.

Demonstrate a good subject and curriculum knowledge:

- Maintain a secure up to date knowledge of relevant subject areas through participation in training and development opportunities identified by the school or as an outcome of the appraisal process.
- Deliver the curriculum as relevant to the age and ability of the pupils.

You can find out more at:

www.creativeeducationtrust.org.uk

- Set appropriate homework in line with the school policy and the homework timetable.
- Support the development of the pupils reading, writing, mathematics and communication through the curriculum.
- Demonstrate an understanding of and take responsibility for promoting high standards of literacy including the correct use of spoken English at all times.

Plan and teach well-structured lessons:

- Contribute to the development of schemes of work.
- Engage in short, medium and long term planning of lessons and sequences of lessons.
- Demonstrate a clear understanding of appropriate teaching strategies relevant to the age and abilities within the group.
- Plan and undertake enrichment and extension activities where possible to consolidate and extend the knowledge and understanding pupils have acquired.

Adapt teaching to respond to the strengths and needs of all pupils:

- Monitor the progress of groups, to close any gaps between them. Identify errors and address early.
- Adapt lessons so that all, particularly those with SEND, can access the content.
- Reteach methods, where necessary, to benefit pupils.

Make accurate and productive use of assessment?

- Use formulative and summative assessment opportunities to maximise pupil's progress.
- Use relevant data to monitor progress, set targets, set homework and plan subsequent lessons.

Manage behaviour effectively to ensure a good and safe learning environment:

- Implement whole school strategies to support behaviour for learning.
- Carry out morning and break time duties as directed.

- Establish a framework for discipline with a range of strategies using praise, sanctions and rewards consistently and fairly.
- Maintain good relationships with pupils, exercising the appropriate authority.
- Be a positive role model and consistently demonstrate the positive attitudes, values and behaviour which are expected of pupils.
- Promote and safeguard the welfare of all pupils within the school, raising any concerns in accordance with the school's protocols and procedures.

Fulfil wider professional responsibilities:

- Take opportunities to develop professionally and share good practice to develop consistently high standards of teaching and learning.
- Work collaboratively with our partner schools to support pupil's transition.
- Facilitate the work of support staff to enhance pupil's progress.
- Work collaboratively with parents and carers to support pupil's progress.
- Support pupils to develop wider key skills.
- Uphold all school and Creative Education Trust policies.
- Attend and actively participate in meetings.
- Make a positive contribution to the wider life and ethos of the school.

This job description is not necessarily a comprehensive definition of the post, and the post holder will be required to undertake other duties appropriate.

This job description reflects the major tasks to be carried out by the post holder and identifies a level of responsibility at which they will be required to work. In the interests of effective working, the major tasks will be reviewed from time to time to reflect changing needs and circumstances.

The duties may be varied to meet the changing demands of the school at the reasonable discretion of the Headteacher.

You can find out more at:

www.creativeeducationtrust.org.uk

	ESSENTIAL	DESIRABLE
QUALIFICATIONS	<ul style="list-style-type: none"> • Qualified Teacher Status (QTS) 	<ul style="list-style-type: none"> • Masters Degree in Education
EXPERIENCE	<ul style="list-style-type: none"> • Experience of working across EYFS • A good concept of recent curriculum changes 	<ul style="list-style-type: none"> • Experience in two different key stages
KNOWLEDGE AND UNDERSTANDING	<ul style="list-style-type: none"> • Understanding of the National Curriculum for EYFS, KS1 and/or KS2 • Good awareness of Phonics (e.g. Read, Write, Inc.) • Knowledge of relevant policies/codes of practice and awareness of legislation. • Ability to monitor pupils' responses to learning and provide detailed and regular feedback to on pupils' achievement/progress. • Ability to relate well to children and adults. • Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these. • The ability to use an imaginative range of teaching strategies to promote high expectations and high levels of challenge in the classroom. • The ability to plan for progression in learning, using intervention as necessary. • The ability to use assessment for learning to improve teaching and learning as well as to assess and record student progress. • The ability to establish a safe and purposeful working atmosphere that supports learning and in which students feel secure and confident. • The ability to make use of technology to develop teaching resources as well as to enrich the curriculum. • A commitment to make a positive difference to children and young people. • A commitment to working collaboratively within the Academy. 	<ul style="list-style-type: none"> • Specific expertise and enthusiasm for planning and teaching a creative, cross curricular approach. • Understanding of strategies and methodologies for quality first teaching
EQUAL OPPORTUNITIES	<ul style="list-style-type: none"> • A demonstrable commitment to supporting and promoting safeguarding, student welfare, equality and diversity. 	
SAFEGUARDING	<ul style="list-style-type: none"> • A thorough understanding of up-to-date safeguarding requirements and best practice. • Candidates must demonstrate an understanding and acknowledgement of the individual's responsibility for promoting and safeguarding the welfare of children and young people. 	<ul style="list-style-type: none"> • Experience with safeguarding young children/vulnerable adults within an educational setting. • Safeguarding trained. • Empathetic and approachable.
OTHER REQUIREMENTS	<ul style="list-style-type: none"> • Confident and efficient in managing classes and behaviour. • Focused on ensuring all children make progress. • Ability to relate to young people and adults in an empathetic manner. • Demonstrable experience of building effective relationships. 	<ul style="list-style-type: none"> • Demonstrate an absolute commitment to CPD within the last 12 months

- | | | |
|--|---|--|
| | <ul style="list-style-type: none">• Demonstrates resilience, motivation and commitment to driving up standards of work and achieving excellence.• Ability to respond swiftly and effectively to the unexpected.• Excellent communication skills, both orally and in writing e.g. letters and reports. | |
|--|---|--|

Creative Education Trust is committed to safeguarding and promoting the welfare of our children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to undertake relevant safeguarding checks in line with Government safer recruitment guidelines.