



St. George's C of E Primary School
Job Description for Early Years Lead with TLR

In your position as Class Teacher, you will be working under the guidance and instruction of the Head Teacher and members of the Senior Leadership Team to teach a class of pupils, a broad and balanced curriculum in line with the National Teacher Standards 2012, the National Curriculum 2014 and all school policies. You must also comply with all conditions of employment listed in the most recent School Teachers' Pay and Conditions Document.

Teachers must uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school, by:

- Treating pupils with dignity, building relationships rooted in mutual respect, and at all times, observing proper boundaries appropriate to a teacher's professional position.
- Showing tolerance of and respect for the rights of others.
- Always considering protected characteristics in their daily teaching.
- Not undermining fundamental British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs.
- Ensuring that personal beliefs are not expressed in ways which exploit pupils' vulnerability or might lead them to break the law.
- Supporting the social, moral, spiritual and cultural development of pupils in their class.
- Supporting the Christian distinctiveness of the school, including modelling our school values (Honesty, Kindness, Responsibility, Friendship, Forgiveness, Happiness, Respect and Perseverance).
- Promoting children's welfare and considering at all times what is in the best interests of the child.
- Having regard for the need to safeguard pupils' wellbeing, in accordance with statutory provisions.
- Being an active member of the EYFS curriculum and one other curriculum area. To be responsible for curriculum intent, implementation and impact of these subject areas.
- Entering into the full life of the school, including extra-curricular events.

Core Purpose of the EYFS Middle Leader Role:

To assist the Headteacher and SLT in the leadership and management of the school by:

- Being a strong advocate for change and champion school improvement.
- Conveying a positive 'can do' attitude and present a 'united front' to secure successful outcomes for school.
- Supporting the development and achievement of the school's vision and values to secure success and improvement.
- Playing a major role in ensuring high quality education for all pupils and improvement in standards of learning and achievement in the year groups, with a particular focus on Early Years (Nursery and Reception).
- Working in close partnership with relevant staff to promote continuity of provision, practice and management across the primary school, with a particular focus on Early Years.
- Maintain an up-to-date knowledge of EYFS statutory requirements, guidance and best practice, ensuring that any changes are interpreted, communicated and implemented promptly to secure ongoing compliance and high-quality provision across the Early Years setting.
- Working in close partnership to ensure smooth transition between year groups and key stages.
- Helping to secure commitment of the wider community to the school in developing and maintaining effective networks within the year groups.
- Work closely with the SENDco to ensure the curriculum meets the needs of all pupils.
- Work with other subject leaders to understand how their subject is developed within EYFS
- Make sure there is an effective system of assessment that meets the requirements of the EYFS framework and tracks the progress of pupils to check the curriculum has a positive impact on learning.
- Audit the indoor and outdoor learning spaces in EYFS to evaluate the quality of the overall learning environment
- Support continuous provision in EYFS which allows pupils to play independently and gives them a sense of ownership over their environment

Strategic Direction and Development of the School

- Contribute to school projects which aim to excite learners and meet the aspirations of the School Vision Statement and School Development Plan.
- As a member of the Middle Leadership Team, actively contribute to the development of the whole school.
- Lead by example in helping to create a productive school ethos.

Knowledge and Understanding of:

- What constitutes quality in educational provision in the year groups, the characteristics of effective practice and strategies for raising pupils' achievement with a particular focus on EYFS.
- How to promote pupils' spiritual, moral, social and cultural development and good behaviour through effective management and leadership.
- How to seek and use national, local and school data, Ofsted evidence and research findings.

Planning and Setting Expectations

- Contribute to the creation and manage the implementation of a strategic plan for EYFS, which identifies priorities and targets for ensuring that pupils achieve high standards and make good progress, increasing teachers' effectiveness and securing improvement.
- Plan for effective monitoring, evaluating and reviewing of the plan to secure progress and improvement.

Teaching and Managing Pupil Learning

- Act as a role model by providing inspirational and creative teaching, which secures high standards of learning, behaviour and motivation.
- Play a significant role in creating and maintaining a climate, which promotes and secures good teaching, effective learning, high standards of achievement and good behaviour throughout the year groups.
- Implement the curriculum and its assessment; monitor and evaluate practice in order to identify and act on areas for improvement.
- Actively promote the application of early literacy, early numeracy and ICT across the curriculum for all pupils.
- Help to create and implement positive strategies to celebrate diversity.
- Help to ensure that pupils in the EYFS develop skills in order to learn more effectively and with increasing independence.
- Take full responsibility for the leadership and management of Early Years.

Assessment and Evaluation

- As a member of the Middle Leadership team, contribute to monitoring, evaluating and reviewing the effectiveness of policies, priorities and targets.

Pupil Achievement

- Play a significant role in making explicit to pupils, parents, teachers and the wider community the school's high expectations that all pupils can succeed.
- Resources are dedicated to ensuring the highest standards of achievement for all pupils.

Relations with Parents and the Wider Community

- Actively seek opportunities to develop effective relationships with the community to extend the curriculum and to enhance teaching and learning.

- Create and maintain an effective partnership with parents of all pupils to support and improve pupils' achievement and personal development.
- Ensure that parents and pupils are well informed about all relevant matters.

Managing Own Performance and Development

- Demonstrate resilience.
- Take responsibility for own professional development.
- Use effective ICT skills for teaching, learning and management.
- Prioritise and manage own time effectively, particularly in relation to balancing the demands of teaching with commitment to school leadership.
- Work under pressure and to deadlines.
- Sustain personal motivation and motivate the staff.

Managing and Developing Staff and Other Adults

- Help to implement and sustain effective systems for the management of staff performance and accountability.
- Motivate and help to enable all staff to carry out their respective roles to the highest standards.
- Ensure that constructive working relationships are formed between staff and pupils.
- Contribute to the professional development of staff through example, induction, mentoring and in-service training.
- Take a lead role in inducting new EYFS staff and making sure they uphold expected values and teaching standards.