



## **Teacher Job Description**

### **EYFS Class Teacher**

**Pay Range:** Main Scale

### **Job Purpose**

The EYFS Class Teacher will:

- Be responsible for the learning, progress and wellbeing of pupils in their class, ensuring equality of opportunity for all
- Maintain high standards of teaching, conduct and professionalism
- Build positive relationships with pupils, parents/carers, colleagues, governors and external agencies
- Treat pupils with dignity and respect, maintaining appropriate professional boundaries at all times
- Contribute to the effective implementation of school policies and promote a shared responsibility for school improvement

### **Duties and Responsibilities**

All teachers are required to fulfil the duties outlined in the School Teachers' Pay and Conditions Document and have due regard to the Teacher Standards (2012). Performance will be reviewed through the appraisal process.

### **Teaching and Learning**

- Plan and deliver high-quality teaching that meets the needs of all pupils within the EYFS curriculum
- Demonstrate strong knowledge of how young children learn and develop, and adapt teaching accordingly
- Create engaging, well-structured learning experiences through continuous provision
- Prepare and organise teaching materials and learning environments effectively
- Have high expectations for pupil achievement, progress and behaviour
- Use a range of teaching and behaviour management strategies to support and motivate learners
- Demonstrate a secure understanding of EYFS assessment and statutory requirements
- Monitor, assess and record pupil progress accurately using appropriate assessment strategies
- Use assessment information to plan next steps and support pupil development
- Promote high standards of literacy, spoken English, phonics and mathematics
- Meet the needs of all pupils, including those with SEND, EAL, disabilities and other individual needs
- Provide appropriate opportunities for learning beyond the classroom, including parental engagement



### **Behaviour, Welfare and Safeguarding**

- Establish a safe, inclusive and stimulating learning environment
- Uphold and promote the school's Behaviour Policy consistently
- Maintain positive relationships with pupils and act as a role model at all times
- Promote positive behaviour, independence and self-regulation
- Carry out playground and other duties as directed
- Safeguard and promote the welfare of children and young people, following school policies and procedures and reporting concerns appropriately

### **Teamwork and Collaboration**

- Work effectively as part of a team, contributing positively to staff meetings and professional development
- Share good practice and collaborate with colleagues to improve teaching and learning
- Support the work of teaching assistants and other staff in the classroom
- Contribute, where appropriate, to curriculum development and pastoral provision

### **Wider Professional Responsibilities**

- Uphold and promote the ethos, values and aims of the school
- Communicate effectively with parents/carers about pupil progress and wellbeing
- Liaise appropriately with external agencies
- Take responsibility for a curriculum subject area, as agreed with the Headteacher and appropriate to the role
- Make a positive contribution to the wider life of the school

### **Professional Development**

- Reflect on and evaluate the impact of own teaching and assessment practice
- Engage fully in professional development opportunities and training
- Participate in appraisal arrangements and act on feedback to improve practice

### **Other**

- Maintain confidentiality and professional discretion
- Maintain high standards of attendance and punctuality
- Maintain high standards in classroom organisation and learning environments
- Undertake reasonable duties as directed by the Headteacher, consistent with the responsibilities of the role

### **Additional duties as Subject Leader (only applicable for an experienced teacher)**

To take responsibility for your subject and ensure that pupils achieve in this specific curriculum area/aspect by:

- completing Annual Subject Audit and related Action Plan



- monitoring standards in teaching and learning in the subject using a range of strategies including work and planning scrutiny, pupil interviews and questionnaires, observation of learning through lesson study and learning walks.
- assessing pupils progress in these specific areas in line with agreed assessment process
- attending training to improve knowledge particularly with regard to new initiatives.
- leading staff/curriculum/INSET meetings/CPD
- producing, reviewing and annually updating policies.
- presenting and monitoring action plans.
- providing feedback and guidance to stakeholders including to governors and parents
- ensuring resources are in good order and are suitable to support the Scheme of Work in the subject area.

### **Safeguarding Commitment**

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

All duties will be carried out in accordance with the Local Authority's Equal Opportunities Policies.