



<b>JOB DESCRIPTION – July 2021</b>	
JOB TITLE:	<b>EYFS Lead Teacher</b>
GRADE:	Teachers' Main Pay Range
LOCATION:	Stoneyholme Nursery School
ACCOUNTABLE TO:	Headteacher
STAFF RESPONSIBLE FOR:	EYFS Teaching Assistants, students and volunteers.
<b>DUTIES AND RESPONSIBILITIES OF THE EYFS LEAD TEACHER:</b>	
<ol style="list-style-type: none"> <li>Under the reasonable direction of the Headteacher, fulfil the professional responsibilities of a teacher, as set out in the Department for Education's School Teachers' Pay and Conditions document (STPCD) and meet the expectations of the Teachers' Standards (attached).</li> <li>In consultation and cooperation with the Headteacher, undertake any other professional duties as may reasonably be delegated, as necessary.</li> <li>To support and work with the Headteacher, undertake the following responsibilities:</li> </ol>	
<b>EYFS organisation and development.</b> <ul style="list-style-type: none"> <li>To take a reflective and proactive lead in the EYFS to inform and monitor curriculum content, standards and resources. This includes the seven areas of learning and development, assessment and welfare requirements including sharing in the corporate responsibility of the well-being and safeguarding of all pupils. This is with due regard for the Statutory Framework for the Early Years Foundation Stage and non-statutory guidance, the school's mission statement and aims, the implementation of the School Improvement Plan, all policies and procedures of the Governing Board.</li> <li>To actively and constructively participate in meetings relating to the EYFS curriculum, management, administration or organisation.</li> <li>To research and initiate excellent leading edge early years practice.</li> <li>To positively manage change when leading the EYFS team in the process of formulating, implementing and evaluation of the impact of the vision, strategic direction and organisation of the revised EYFS curriculum, policies and procedures.</li> <li>To maintain an attractive, dynamic and emotionally safe learning environment.</li> <li>To play a major role in the collection and analysis of EYFS data, evaluate and report on performance data and make effective use of the data to provide information to further support learning opportunities.</li> <li>To support the professional development of EYFS staff, supervision of students, volunteers and visitors.</li> <li>To actively promote equality of opportunity within our inclusive and diverse school.</li> <li>To ensure that the statutory requirements of the EYFS are met and meets the criteria for a successful Ofsted inspection.</li> <li>To deputise for the Headteacher, when necessary, in the management, control and discipline of the EYFS.</li> </ul>	
<b>Teaching and learning</b> <ul style="list-style-type: none"> <li>To accept responsibility for the effective teaching and organisation of the EYFS and be a key person for a group of children, delivering teaching and learning to meet the needs of all groups of learners, as required.</li> <li>To maintain an up-to-date knowledge and understanding of the EYFS, pedagogical principles and demonstrate a range of teaching and learning strategies to provide engaging and motivating opportunities for all learners to achieve their potential.</li> <li>To work to inspire in all children a desire for success and a passion for learning and have high expectations of children to achieve their full educational potential.</li> </ul>	



- To effect regular and efficient formative assessment to inform planning and learning for individual children's learning and development, building on prior knowledge, understanding how children develop and progress and how their rate of development and well-being can be affected by a range of influences; using data to identify gaps in learning, to inform teaching and, therefore, to maximise pupils' progress.
- To demonstrate consistently good and outstanding teaching skills and act as a role model for all staff in all aspects of their work.
- To manage children's behaviour constructively and consistently maintaining discipline through promoting children's self-regulation, independence, co-operation following the school behaviour policy.
- To review the effectiveness of EYFS teaching and its impact on children's progress, attainment and well-being, refining approaches where necessary and provide coaching and advice to colleagues, where necessary to improve outcomes and narrows the gap between those children who are most vulnerable and the rest.
- To lead, support and work collaboratively with the EYFS team to:
  - develop and deliver a creative and stimulating EYFS curriculum which promotes learning through play, providing personalised learning opportunities in school and out-of-schools contexts which will challenge, develop and prepare children for their next stage in learning;
  - maintain a safe, stimulating, inclusive learning environment so that children feel secure and confident to access activities and resources in a range of ways according to their personal needs, interests, learning styles and developmental stage and that ensures optimum use of time, space and facilities in school.
- To identify and make effective personalised provision, taking into account English as an additional language, making reasonable adjustments for special educational needs or disability and take account of diversity, promoting equality and inclusion.
- To ensure that children make good progress relative to their prior attainment and provide children with constructive feedback on attainment, progress and areas for development.
- To work with parents, colleagues in the nursery and other schools/settings to ensure smooth transitions between phases.
- To effectively use skills in literacy, numeracy and ICT to support teaching and wider professional activities.

#### **Communication and collaboration**

- To communicate effectively, develop and maintain positive, professional relationships with children, colleagues, parents, the local community, the governing body, staff from other schools/settings, local authority and other external support services.
- To promote collaboration and work effectively both as EYFS lead and as an EYFS team member, respecting the contributions of others to support the development and well-being of children.
- To be committed to parental and community involvement and to the whole life of the school.
- To foster and maintain efficient and productive partnership with parents so that parents are well informed about the EYFS curriculum, attainment and progress and are fully engaged as partners in the EYFS to promote the home learning environment.

#### **Health & Safety and Safeguarding children**

To know the current national and local health & safety and safeguarding legal requirements and policy arrangements, and be committed to follow the procedures for the promotion of the well-being of children, including when to refer on to colleagues for specialist support.

**Teacher:**

**Date:**

**Headteacher:**

**Susan Holden**

**Date:**

*This job description will be reviewed on an annual basis and may be amended where necessary.*