

# Moss Side Primary School Policy



## Job Description: EYFS Class Teacher

Moss Side Primary School is committed to creating a diverse workforce. We will consider all qualified applicants for employment without regard to sex, race, religion, belief, sexual orientation, gender reassignment, pregnancy, maternity, age, disability, marriage or civil partnership.

### Job details

**Salary:** M1-UPS3

**Hours:** FTE 0.2

**Contract type:** Part-time, fixed-term (until 31.08.2023)

**Reporting to:** Headteacher/EYFS Lead

### Main purpose

The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meet the expectations set out in the Teachers' Standards

### Duties and responsibilities

#### Teaching

- › Plan and teach well-structured lessons to assigned classes (Reception), following the school's plans, curriculum and schemes of work
- › Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- › Adapt teaching to respond to the strengths and needs of pupils
- › Set high expectations which inspire, motivate and challenge pupils
- › Promote good progress and outcomes by pupils
- › Demonstrate good subject and curriculum knowledge
- › Participate in arrangements for preparing pupils for external tests/ assessments
- › Maintain high quality teaching of all areas of EYFS curriculum

#### Whole-school organisation, strategy and development

- › Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision
- › Make a positive contribution to the wider life and ethos of the school
- › Work with others on curriculum and pupil development to secure co-ordinated outcomes
- › Provide cover, in the unforeseen circumstance that another teacher is unable to teach
- › Lead enrichment activities with pupils outside the school day to enhance their personal development

#### Health, safety and discipline

- › Promote the safety and wellbeing of pupils
- › Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

## **Professional development**

- Take part in the school's appraisal procedures
- Take part in further training and development in order to improve own teaching
- Where appropriate, take part in the appraisal and professional development of others

## **Communication**

- Communicate effectively with pupils, parents and carers
- Communicate effectively with fellow teachers and teaching assistants to provide coherent, sequential learning
- Communicate (in particular) with EYFS lead to ensure a consistent and well-informed approach to curriculum delivery

## **Working with colleagues and other relevant professionals**

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues
- Follow direction of line manager (EYFS lead) in order to ensure a consistent approach to teaching and pupil welfare

## **Personal and professional conduct**

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities

The teacher will be required to safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.