

JOB DESCRIPTION

JOB TITLE	EYFS Teacher/Nursery Lead
GRADE	MPS
REPORTS TO	Headteacher and Governing Body
DATE	March 2026

The teacher will:

Perform in accordance with the provisions of the most up to date edition of the School Teachers' Pay and Conditions document and within the range of teachers' duties set out in that document.

Job Purpose

To lead high-quality early years education and care within a brand-new nursery setting. The EYFS Teacher/Nursery Lead will help establish the nursery's culture, routines and standards, ensuring a safe, stimulating and nurturing environment where every child can flourish. The role requires the post-holder to meet and uphold the expectations set out in the Teachers' Standards, modelling professionalism, excellent teaching and a strong commitment to children's development, welfare and safeguarding. The role includes mentoring staff, delivering outstanding learning experiences, and supporting the strategic development of the provision.

Key Responsibilities

- Lead and model outstanding early years practice across the nursery.
- Support with setting up the new nursery environment, routines and curriculum provision.
- Mentor, guide and support early years practitioners to ensure consistent, high-quality standards.
- Contribute to staff inductions, supervisions and ongoing professional development.
- Work collaboratively with the Headteacher to uphold policies, procedures and safeguarding expectations.
- Plan and deliver engaging, developmentally appropriate learning experiences aligned with the EYFS framework.
- Foster a child-centred, inclusive and curiosity-led approach to learning.
- Use observations, assessments and tracking systems to monitor children's progress and plan next steps.
- Identify and support children with additional needs, working with external professionals where appropriate.
- Maintain excellent behaviour management strategies that promote positive, respectful interactions.
- Support the Headteacher in promoting the ethos of the school.
- Cover playground duty and lunchtime discipline duty as required by SLT.
- Help design, organise and maintain an enriching indoor and outdoor learning environment.

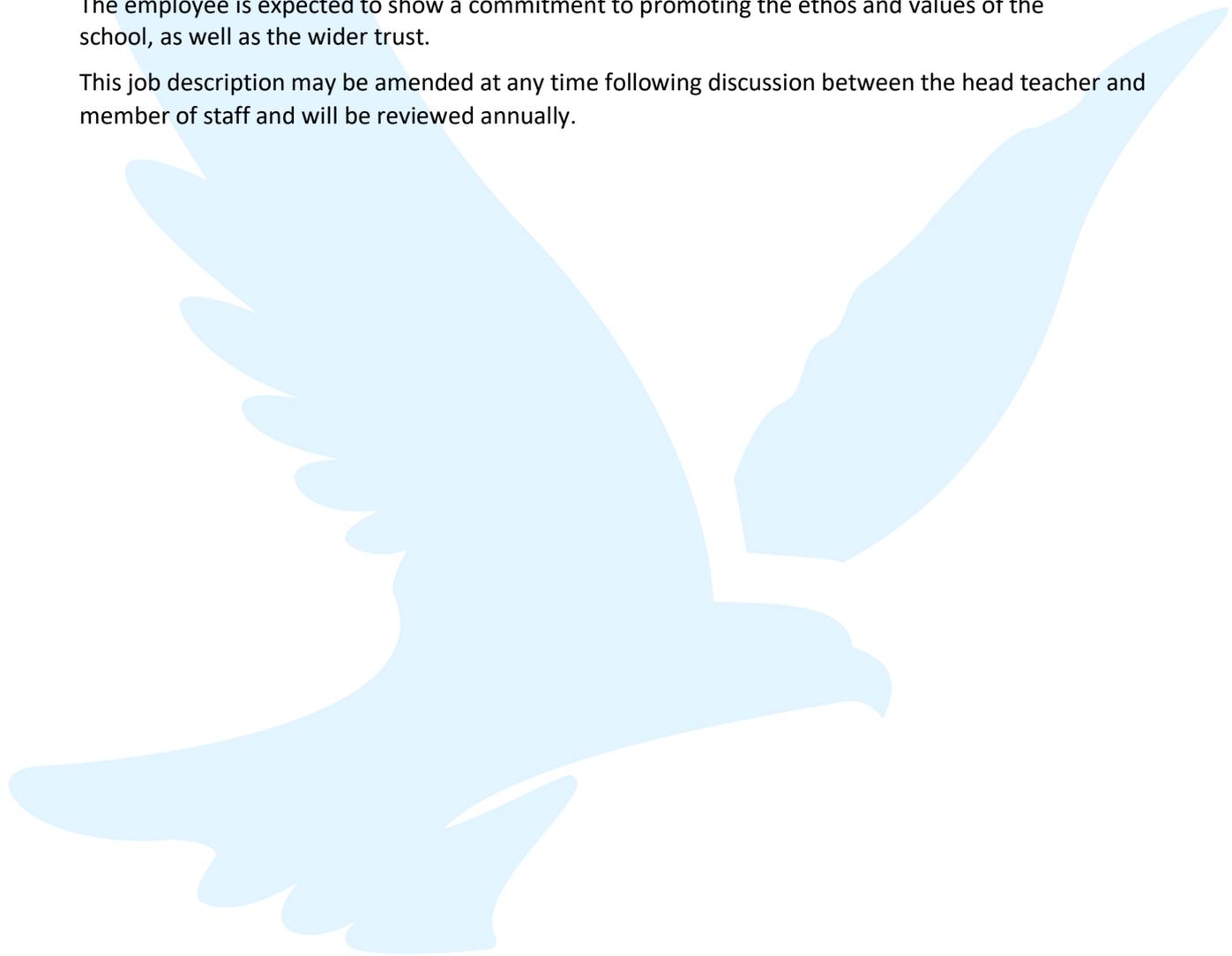
- Ensure the nursery is safe, inviting, and well-resourced.
- Recognise health and safety is a responsibility of every employee, to take reasonable care of self and others and to comply with the Schools Health and Safety policy.
- Promote and follow all safeguarding policies and procedures, reporting concerns promptly.
- Uphold the highest standards of health, safety and hygiene.
- Build strong, professional and trusting relationships with parents and carers.
- Provide regular updates on children's progress and well-being.
- Support parental engagement through workshops, settling-in sessions and open communication.
- To liaise with outside agencies when appropriate.

The employee is expected to undertake any other duties which from time to time may be required and be relevant and commensurate with the post, as deemed necessary by the Headteacher.

The school is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment and work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies.

The employee is expected to show a commitment to promoting the ethos and values of the school, as well as the wider trust.

This job description may be amended at any time following discussion between the head teacher and member of staff and will be reviewed annually.



Person specification: EYFS Teacher/Nursery Lead

The person specification details the necessary skills, qualifications, experience or other attributes needed to carry out the job. Applications will be measured against the criteria published below. Selection panels will be looking for clear evidence and examples in an application, or cover letter (where applicable), which back-up any assertions made in relation to each criterion.

Essential
<ul style="list-style-type: none">• Qualified Teacher Status (QTS), EYTS, EYP, or Early Years Level 6 equivalent.• Strong understanding of the EYFS framework and early childhood development.• Experience teaching in an early years environment.• Ability to meet and uphold the expectations set out in the Teachers’ Standards, demonstrating professionalism, high-quality teaching and a strong commitment to safeguarding and pupil development.• Excellent leadership, communication, organisation and interpersonal skills.• A nurturing, creative and reflective approach to early years education.• Commitment to safeguarding, equality, diversity and inclusion.
Desirable
<ul style="list-style-type: none">• Previous experience in a leadership or room lead role.• Experience helping to establish new early years provision.• Additional training in SEND, behaviour support or child development.

Print name (Employee)

Signed (Employee):

Dated:

Signed (Headteacher):

Dated: