

Job Description



Job title: EYFS Practitioner
Reports to: Principal
Location: Langley Park Primary Academy

Job purpose

To carry out the professional duties of a teacher and Lead Practitioner as circumstances may require and in accordance with the academy policies, working to the Core Standards for Teachers and the Conditions of Employment as set out in the School Teachers' Pay and Conditions Document

General responsibilities

Professional Duties:

- To contribute to a positive ethos in which all pupils have access to a broad, balanced and relevant curriculum which meets their needs
- To have high expectations of the pupils including a commitment to ensuring they can achieve their full educational potential
- To maintain an up to date knowledge and understanding of the professional duties of teachers and the statutory framework within which they work
- To work as part of the academy team in carrying out self-assessment activities to support the self-evaluation and improvement planning processes
- To be aware of and comply with policies and procedures relating to Child Protection, Health and Safety, Security, Equal Opportunities and Confidentiality, reporting all concerns to an appropriate person to ensure pupils' wellbeing
- To have a good, up to date working knowledge and understanding of a range of teaching, learning and behaviour management strategies
- To participate in the performance and development review process, taking personal responsibility for identification of learning, development and training opportunities in discussion with line manager
- The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment

Role Specific Duties:

- To ensure that the requirements of the Early Years Foundation Profile are met, including arrangements for assessment and moderation and that the children have every opportunity to achieve or exceed a Good Level of Development
- To work in partnership with the Leadership Team to monitor and evaluate the quality of teaching, the standards of learning and achievement of all pupils in EYFS, having regard to their physical capabilities, behaviour, social and ethnic background, abilities and aptitudes, in order to set challenging and realistic targets for improvement
- To work with staff to plan for an exciting, creative, stimulating quality curriculum for all children in the Foundation Stage which supports a range of learning styles and promotes independence
- Developing and maintaining an appropriate internal and external environment
- To demonstrate at least a good teaching practice which engages pupils and provides personalised learning through a range of learning styles thus enabling all pupils to reach their potential
- To support the identification of and the provision for pupils with special educational needs or considered to be from an identified disadvantaged group.
- To regularly monitor the progress of pupils, using the academy's systems
- To regularly collect, record and analyse information on pupil progress in order to inform planning, interventions and resources to maximise the achievement of the pupils
- Prepare and present informative reports for parents

- Management and Development of Staff
- To lead by example, providing creativity, inspiration and motivation to all staff in the EYFS team, having high expectations of staff and of pupils sustaining own motivation and that of others in the team
- Participate in arrangements for Appraisal and take responsibility for own professional development
- To be responsible for Appraisal of other staff within the school, ensuring that all staff are accountable for their meeting short, medium and long-term objectives and these fit into the schools' improvement plan, securing the educational success of all pupils

In addition, tasks may need to be completed as requested by the Leadership of the Academy within the directed time working of the post holder.

This job description will be reviewed on an annual basis as part of the Performance Management process and may be amended where necessary.

Person Specification

	Essential	Desirable
Qualifications & Experience	<ul style="list-style-type: none"> ● A graduate in a relevant discipline ● To hold a teaching qualification that is recognised by the DFE ● To have evidence of continuing and recent professional development relevant to the post ● To have a proven track record of preparing and delivering outstanding learning opportunities for all pupils ● Demonstrate leadership experience, particularly in EYFS 	<ul style="list-style-type: none"> ● Experience of working in more than one school
Communication	<ul style="list-style-type: none"> ● Ability to exchange information clearly, presentation skills, training etc. ● Ability to exchange routine verbal information clearly with children and adults ● Ability to express own views and opinions ● Ability to use school systems to collate, record and share pupil data ● Ability to consult effectively with children and adults ● Ability to motivate/ encourage/ empower children/adults 	<ul style="list-style-type: none"> ● Ability to exchange complex and sensitive information in a firm and non-ambiguous way

Working with children	<ul style="list-style-type: none"> ● Ability to manage a whole class, ensuring pupils remain on task and are actively engaged in an outstanding learning experience ● A track record of developing good or outstanding behaviours for learning ● To have a good knowledge and understanding of the EYFS curriculum ● To have a working knowledge and experience of implementing the EYFS curriculum ● To understand the statutory framework relating to teaching and learning ● To have a good understanding of the way in which children develop and of different developmental stages and the impact of experience on these developments ● Understand and support children in transition phases 	<ul style="list-style-type: none"> ● To have worked using a more integrated approach to learning and the curriculum ● To have planned and delivered topics that offer first hand learning experiences to the pupils
Working with others	<ul style="list-style-type: none"> ● To understand and value the role of parents and carers in supporting their children ● To know when, where and how education and support services can be accessed ● The ability to build professional and supportive relationships ● To work effectively as part of a team ● The ability to work independently ● Ability to record and report observations in an appropriate manner 	<ul style="list-style-type: none"> ● To have worked on programmes encouraging parents to become more involved in the learning of their children
Responsibilities	<ul style="list-style-type: none"> ● To manage, monitor and review the range of resources in the EYFS provision ● To deliver the academy's curriculum in line with the academy's curriculum development plan ● To ensure that SMSC and British Modern Values are promoted in the classroom and beyond ● To ensure that you deliver a high quality learning and teaching provision which is at least good or better ● To understand and comply with all child protection and safeguarding procedures and undergo regular awareness training ● To understand and comply with procedures and legislation relating to confidentiality ● To demonstrate commitment to and evidence of Continuing Professional Development 	<ul style="list-style-type: none"> ● Experience of Talk for writing ● Completion of on-line Prevent Training

Safeguarding of students and Duty of care

All staff, regardless of role, level of seniority and location, have a responsibility to ensure the highest levels of safeguarding and promoting the welfare of our pupils, and we expect all our staff and volunteers to share this commitment. We must collectively create an environment where children feel safe to learn, play, and

grow. Children should feel comfortable in their surroundings and know that they can approach any responsible adult with any problems or concerns.

All staff must be able to identify any children who are at risk of harm, and know the characteristics of abuse or neglect. If you suspect or confirm harm then it's essential you know what actions to take.

Annual safeguarding training is offered to all staff at Leigh Academies Trust, and it is the staff member's responsibility to be aware of the most up to date guidance documented in the [Keeping Children Safe in Education document \(Department of Education\)](#).

Notes

The job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed. This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and may be subject to modification or amendment at any time after consultation with the holder of the post.

The duties may be varied to meet the changing demands of the academy/business unit at the reasonable discretion of the Principal/Director. This job description does not form part of the contract of employment. It describes the way the post-holder is expected and required to perform and complete the particular duties as set out in the foregoing.