



## EYFS Teacher (Nursery) - Job Description

<b>Post Title:</b>	EYFS Teacher (Nursery)
<b>Salary:</b>	MPS 3 - 6
<b>Contract:</b>	Full time/Permanent
<b>Purpose:</b>	<ul style="list-style-type: none"> <li>To plan and prepare lessons to a high standard, using a variety of delivery methods which will stimulate pupil learning (appropriate to needs and demands of specifications taught).</li> <li>To set and mark work, including home learning in accordance with the school's Feedback Policy.</li> <li>To be fully involved in the monitoring process.</li> <li>To encourage a learning experience which provides all pupils with the opportunity to achieve their individual potential.</li> <li>To assess, record and report on students' progress and attainment, maintaining accurate and appropriate records.</li> <li>To prepare students for examinations, internal and external, including assessment and recording of accurate data.</li> <li>To carry out appropriate administrative tasks</li> <li>To ensure that Computing, Literacy, Numeracy and SMSC are reflected in the teaching/learning of students.</li> <li>To manage behaviour appropriately in line with the School Behaviour Policy.</li> <li>To have high expectations from all students.</li> </ul>
<b>Reporting to:</b>	Headteacher
<b>Liaising with:</b>	Senior Leadership Team/staff/parents/students/outside agencies when relevant
<b>Professional Responsibilities</b>	<ul style="list-style-type: none"> <li>Implement and deliver an appropriately broad, balanced, relevant and inspiring curriculum for pupils, incorporating the areas of learning for Early Years Foundation Stage in line with the policies of the school and national directives.</li> <li>Facilitate, support, and monitor the overall progress and development of EYFS pupils and designated groups of pupils.</li> <li>Prepare and implement support plans for individual pupils.</li> <li>Foster a learning environment and educational experience which provides pupils with the opportunity to develop and fulfil their individual potential.</li> <li>Share in the development and review of the EYFS curriculum, teaching materials, methods of teaching and assessment in collaboration with the wider EYFS team and EYFS Lead.</li> <li>Support and contribute to the school's responsibility for safeguarding children.</li> </ul>
<b>Responsible for</b>	<ul style="list-style-type: none"> <li>Developing the EYFS team, including Nursery, in partnership with the EYFS Lead.</li> <li>Closely liaise with parents, carers and other professionals within the Early Years Foundation Stage, and the wider school, including fellow staff, subject leaders, and colleagues from external agencies (for example, specialist teachers from the LA support services, health professionals and social workers).</li> <li>Motivate children's learning, both indoors and outdoors, encouraging learning through experience and interests.</li> </ul>

	<ul style="list-style-type: none"> <li>• Ensure the smooth transition between Nursery and Reception and Reception to Year 1.</li> </ul>
<b>Duties</b>	<ul style="list-style-type: none"> <li>• Teach all areas of the Foundation Stage curriculum.</li> <li>• Be responsible and support the EYFS lead to ensure effective planning, preparation, and evaluation of all aspects of EYFS provision.</li> <li>• Provide pastoral care and support to children and provide them with a secure environment in which to learn.</li> <li>• Develop and produce quality visual aids, teaching resources and areas of continuous provision within the EYFS.</li> <li>• Organise learning materials and resources, making imaginative use of resources.</li> <li>• Assist with the development of children's personal/social and language abilities.</li> <li>• Support the development of children's basic skills, including physical coordination, speech, and communication.</li> <li>• Encourage children's mathematical and creative development through stories, songs, games, drawing and imaginative play.</li> <li>• Develop children's curiosity, knowledge and skills through our skills-based provision offer.</li> </ul>
<b>Operational/ Strategic Planning</b>	<ul style="list-style-type: none"> <li>• To support with the development of appropriate syllabuses, resources, schemes of work, AFL and teaching and learning strategies in the department.</li> <li>• To monitor and review student progress.</li> <li>• To implement School Policies and Procedures, e.g., Safeguarding, Curriculum, Learning and Assessment Policy, Equal Opportunities, Health, and Safety, etc.</li> </ul>
<b>Curriculum Provision:</b>	<ul style="list-style-type: none"> <li>• To deliver a comprehensive, high quality and cost-effective curriculum programme which complements the School Improvement Plan.</li> <li>• To support the school's extra-curricular programme, including clubs, trips etc. where appropriate.</li> </ul>
<b>Curriculum Development:</b>	<ul style="list-style-type: none"> <li>• To keep up to date with national developments in the subject area and teaching practice and methodology.</li> </ul>
<b>Communications:</b>	<ul style="list-style-type: none"> <li>• To ensure effective communication/consultation as appropriate with the parents of students.</li> <li>• To ensure efficient communication with relevant staff members within the school.</li> </ul>
<b>Pastoral System:</b>	<ul style="list-style-type: none"> <li>• To follow school's code of conduct and report any cases of concern using internal procedures.</li> <li>• To contribute to the school's commitment to positive mental health and wellbeing according to school's vision, policy, and practices.</li> </ul>
<b>Teaching:</b>	<ul style="list-style-type: none"> <li>• To be met in accordance with the provisions of the School Teachers' Pay and Conditions Document and within the range of teachers' duties set out in that document and the professional standards for teachers.</li> </ul>
<b>Additional Duties:</b>	<ul style="list-style-type: none"> <li>• To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage and ensure staff and students to follow this example.</li> </ul>
<b>Other Specific Duties:</b>	
<ul style="list-style-type: none"> <li>• To engage actively in the performance review process.</li> <li>• To undertake any other reasonable duty as specified by Headteacher not mentioned in the above.</li> <li>• Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.</li> <li>• Play a full part in the life of the school community and support its distinct ethos.</li> <li>• Follow and actively promote the school's policies and procedures.</li> </ul>	

- Comply with health and safety policy and undertake risk assessments as appropriate.
- Actively pursue own personal and professional development.

The Post holder's duties must be carried out in compliance with the school's policies and procedures including child protection procedures, the Health and Safety at Work Act (1974), and subsequent health and safety legislation.

This job description may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the School in relation to the post holder's professional responsibilities and duties.

Belmont School is committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post including checks with the Disclosure and Baring Service.

Belmont School is an equal opportunities employer.



## Person Specification – MFL Teacher

	Essential	Desirable
<b>Knowledge/Qualifications</b>		
Graduate with qualified teacher status	*	
An awareness of current issues in specialist subject area	*	
Knowledge of national curriculum requirements for Primary	*	
Knowledge national curriculum requirements for Key Stag3		*
Understanding of use of data to assess and inform teaching and learning	*	
Experience of exam board marking in specialist subject area		*
<b>Experience</b>		
Experience of teaching specialist subject	*	
Teach intervention groups at Primary Level		*
<b>Skills</b>		
Good organisational skills	*	
Effective planning and teaching	*	
Effective behaviour/classroom management	*	
An ability to demand high expectations	*	
Ability to work independently and be a team player	*	
Ability to enthuse and direct students and staff towards raising expectations and levels of achievement	*	
The ability to meet deadlines	*	
Good ICT Skills	*	
<b>Behaviour &amp; other related characteristics</b>		
Takes the initiative	*	
Is self-motivated	*	
Work in ways that promote equality of opportunity, participation, diversity, and responsibility	*	
A commitment to abide by and promote Belmont School's Equal Opportunities, Health and Safety and Child Protection Policies	*	
A commitment to the ethos, vision and values of Belmont School	*	
To display a responsible and co-operative attitude to working towards the achievement of Belmont School aims and objectives	*	
An ability to respect sensitive and confidential work	*	
Commitment to own personal development and learning	*	
The post holder will require an enhanced DBS	*	

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