



Job details

Job title: Early Years Lead Teacher

Salary: U4 – UPS (Dependant on experience)

Hours: 1 FTE

Contract type: Permanent

Reporting to: Head

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
- To provide leadership, direction and management to ensure sustained improvement of the Early Years Foundation Stage.
- To help lead the school in the policies and practices of continuous school improvement and staff development in relation to the Early Years Foundation Stage.

Duties and responsibilities

- Take overall responsibility for the quality and standards of teaching and learning across the Early Years Foundation Stage, this to include providing analysis and reports to the Senior Leadership Team, county advisors and governors as required.
- To keep up to date with current developments in teaching and learning and in school improvement in the Early Years Foundation Stage and to share this with staff.
- To help to formulate the aims and objectives of the Early Years Foundation Stage and policies for their implementation.
- To play a major role in the development of high quality teaching and learning in the Early Years Foundation Stage. This will include the monitoring of curriculum planning and the giving of feedback and advice as well as assisting and supporting colleagues with the planning and delivery of a differentiated curriculum.
- To lead the Early Years Foundation Stage team in the delivery of a creative and stimulating curriculum.
- To seek ways of sharing good practice in the Early Years Foundation Stage and to ensure dialogue about teaching and learning amongst school staff.
- To ensure that the requirements of the Early Years Foundation Stage including arrangements for assessment and moderation are met.
- To ensure appropriate support for individuals and groups of pupils based on assessment data.
- To ensure that all the children in the Early Years Foundation Stage are able to learn and achieve to the best of their ability.
- To monitor and evaluate the impact of the policies, practices, targets and priorities in the Early Years Foundation Stage, identifying developments needed and working with the Head, Deputy and the Leadership Team to achieve them
- To ensure curricular policy development is focussed on continuous improvement.
- To share in and support the strategic leadership of the school and to bring out the potential for leadership in others.
- To work in partnership with the Head, Deputy and members of the Senior Leadership Team in the cycle of planning, implementation, review and evaluation of the School Plan.

- To work in partnership and fully support the Head Teacher in the implementation of school policies and practices and in the development of the school.
- To be an excellent role model of outstanding practice to all staff.
- To teach pupils across the Early Years Foundation Stage and to have class teacher responsibility for one class.
- To work alongside the DSL to ensure that the safeguarding policy is followed and the statutory requirements of EYFS are maintained.
- To actively develop relationships with parents and the wider community, including pre-schools and nurseries.

Review of duties

The specific duties attached to this role are subject to annual review and may, after discussion, be changed.

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

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

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

Management of staff and resources

Direct and supervise support staff assigned to them, and where

- Contribute to the recruitment and professional development of other teachers and support staff
- Deploy resources delegated to them

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 post holder may be required to do other duties appropriate to the level of the role, as directed by the Headteacher or line manager.