

**Ann Bernadt Nursery School & Day Care**

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**Interim Executive Head Teacher**

**Gregory Doey**

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**Interim Executive Head Teacher Gregory Doey**

***Early Years Teacher (M1-M6)***

***Early Careers Teachers welcome to apply***

***at Nell Gwynn Nursery School***

**POST: EARLY YEARS TEACHER**

**SALARY: Main scale (M1-M6)**

1. **PURPOSE OF THE JOB**

1.1 To fulfil the main professional duties of an Early Years Teacher (2-5

year olds), under the reasonable direction of the Head of School, and

as set out in the School Teachers Pay and Conditions document.

1. **MAIN RESPONSIBILITIES**

2.1 To plan and organise a broad, balanced and stimulating teaching and

learning programme within the framework of the Early Years Foundation Stage where children learn through play, discovery and first-hand experience, and which reflects the cultural, religious, ethnic, racial and linguistic backgrounds of our children.

2.2 To lead a multi-disciplinary team, and work cooperatively with them,

delegating tasks as appropriate, in order to promote the highest expectations and standards of achievement for each individual child.

2.3 To implement the planned programme in an organised, safe and

attractive classroom environment, which encourages children to work and behave in an autonomous and confident manner.

2.4 To establish and maintain good relationships with parents and children,

including home-school and community links and to develop strategies to involve families from a range of backgrounds in all aspects of school life.

2.5 To plan a curriculum which responds to the cultural experiences,

interests and needs of each child, and which actively promotes an equal opportunity for learning.

2.6 To observe and assess the progress of each child regularly, and keep

records for all the purposes set out in the school's assessment policy.

2.7 To promote the positive behaviour and attitudes of the children

throughout the school, and to support the school's behaviour management policy.

2.8 To take responsibility for the welfare and safety of the children in the

school and to be particularly aware of child protection/safeguarding issues.

2.9 To understand the importance of professionalism, support of

colleagues, and confidentiality.

2.10 To actively participate in the life of the school, attending staff meetings, relevant training and courses (including Performance Management) contributing to the School Development Plan, and to keep abreast of current policy and practice.

2.11 To be familiar with school policies and abide by our agreed policies and practice, to help ensure a consistent and harmonious ethos in the school.

2.12 To make good working relationships with staff in the school,

professionals and colleagues in the wider community, to promote children's successful progress and transition to primary school.

2.13 To work in accordance with the Special Educational Needs Code of Practice in liaison with the SENCO, Educational Psychologist, SALT, and other outside agencies as required.

2.14 To implement the Local Authority/School Equal Opportunities policy fully, and actively work to challenge disadvantage and to overcome discrimination and stereotype.

2.15 To attend parent's meetings and maintain the good contact already established with parents.

2.16 To attend meetings to share information about the children and families, to report on progress of children and to plan the learning.

2.17 To keep up to date with education theory and practice and disseminate information to colleagues.

2.18 To take a full and active role in Performance Management as laid down by the school's Performance Management Policy.

2.19 To undertake any professional duty, which may be delegated by the Head of School.

**This job description may be reviewed at the end of the academic year or earlier if necessary. In addition, it may be reviewed at any time after consultation with you.**

**PERSON SPECIFICATION FOR EARLY YEARS TEACHER**

1. **QUALIFICATIONS**

1.1. Qualified Teacher status (E)

**2. EXPERIENCE**

2.1 Proven experience of successful class teaching working in the

Foundation Stage (this could include successful teaching placements as a student teacher) (E)

1. **KNOWLEDGE AND UNDERSTANDING RELEVANT TO THE JOB**

3.1 Thorough understanding of the Early Years Foundation Stage

(E)

3.2 Good understanding of child development, including the importance of fostering positive learning dispositions, and the emotional needs of young children. (E)

3.3 A wide knowledge of appropriate teaching and assessment

strategies which can be used with young children

3.4 A clear understanding of safeguarding issues and knowledge of *Keeping Children Safe in Education 2022* (E)

3.5 A clear understanding of equal opportunities issues and how

these can be addressed in the school (E)

1. **SKILLS AND ABILITIES**

4.1 Able to differentiate and plan for the needs of a diverse group of

children (E)

4.2 Able to plan appropriate activities that are motivational for young

children

4.3 Able to respond to children's learning interests and plan appropriately

4.4 Able to use observations as a tool for planning and discussion

4.5 Able to create a well-organised, stimulating learning environment (E)

4.6 Have a commitment to raising achieving and supporting individual needs.

4.7 To have high expectations for all children (E)

4.8 Able to lead a multi-disciplinary team in planning and implementing the curriculum, and to work as part of a wider school team to achieve successful outcomes for all children (E)

4.9 Able to work within the framework of national and school policies

to ensure consistency of practice.

4.10 Able to relate to and communicate effectively with parents and carers, and to encourage active involvement in the learning process (E)

4.11 Have a commitment to your own professional development and be responsive to a critical learning dialogue through performance management.

**5. Personal Attributes**

5.1 Calm and confident (E)

5.2 Self Motivated (E)

5.3 Energetic and resilient (E)

5.4 Value the emotional development and wellbeing of pupils and

staff (E)