



## Job Description

<b>Post title</b>	Primary Early Years Class Teacher
<b>Academy</b>	Haberdashers' Aske's Hatcham Temple Grove
<b>Grade</b>	MPS/UPS + ILW
<b>Responsible to</b>	Head of Primary

### Summary of the overall purpose of the job

To provide all children in their class with opportunities to learn through directed and independent play so that their social, emotional and academic needs are met and they reach a good level of development by the end of their reception year; to ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs; to maintain the positive ethos and core values of the school, both inside and outside the classroom; to establish positive partnerships with parents and carers.

### Key responsibilities and objectives of the job

- Have a solid understanding of teaching, learning and assessment in the early years, including a secure knowledge of the EYFS Framework and Development Matters
- Work effectively with peer teachers and HLTAs across the EYFS to provide enabling environments for effective learning in all prime and specific areas
- Provide a stimulating classroom environment and outdoor area where all areas of the early years curriculum are represented
- Keep appropriate and efficient records, including meaningful observations, that inform weekly and termly planning and build a comprehensive picture of each area of learning for each child
- Be able to set clear targets for individual and groups of children based on a solid understanding of the early learning goals
- Report to parents on the development, progress and attainment of pupils from the Early years Framework
- Maintain good order and discipline amongst children, in accordance with the school's behaviour policy
- Participate in meetings to ensure the best provision for individual pupils is assured to meet their specific needs
- Contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors
- Implement school policies and guidelines
- Support initiatives decided by the principal, head of primary phase and staff
- To lead a core subject as or if required
- To contribute to the review of school improvement priorities and setting of further

ambitious targets for school improvement

- To promote a 3-18 culture and integration across phases wherever possible
- Be innovative in the use of ICT and a range of other resources to provide excellent and personalised learning
- Participate in meetings which relate to the school's management, curriculum, administration or organisation
- Communicate and co-operate with specialists from outside agencies
- Lead, organise and direct support staff within the classroom
- Participate in the performance management system for the appraisal of their own performance, or that of other teachers

### **General responsibilities and objectives**

- To promote the principle of equal opportunities in the College
- To promote a single College ethos
- To promote the College's commitment to the continued professional development of all staff
- To undertake any duties as may reasonably be required by the CEO or Principal
- To work within the College framework with regard to Health and Safety
- To be aware of and assume the appropriate level of responsibility for safeguarding and promoting the welfare of children and to report any concerns in accordance with the Academy's safeguarding policies and undergo an enhanced DBS.

# Person Specification

Criteria	E S S E N T I A L	D E S I R A B L E	HOW IDENTIFIED AND ASSESSED
			AP      Application AS      Assessment I        Interview P        Presentation R        References
Education/qualification and training			
Will hold a good honours degree in a relevant discipline	✓		AP,I, R, AS
Experience			
Will be an outstanding classroom practitioner with an excellent track record of progress and results	✓		AP,I, R
Will be able to demonstrate a passion and enthusiasm for English, with the ability to transmit this to students	✓		AP,I, R
Raising attainment of Primary pupils	✓		
Personal characteristics/other requirements			
Ability to speak and teach German at Primary level		✓	AP,AS, I
Is committed to personalised learning	✓		AP,I,R
Will demonstrate high level communication and literacy skills	✓		AP, AS,I, R
Is a 'can do' person who works positively and collaboratively		✓	AP, I, R
Effective teaching and learning styles.	✓		AP,AS,I, R

The job description will be subject to reasonable review

Please note

This job description reflects the core activities of the role and as the Federation and the post-holder develop there will inevitably be changes in the emphasis of duties. It is expected that the post-holder recognise this and adopt a flexible approach to work and be willing to participate in training.

If changes to the job become significant, the job description should be reviewed formally by the post-holder and line manager.

Date JD was agreed: May 16