LAUDE
SAN PEDRO
INTERNATIONAL COLLEGE

JOB DESCRIPTION

Job title: **Early Years and Foundation Stage Teacher**

Reporting to: **Head of Key Stage /Head of EYFS & Primary**

Safeguarding

At Laude San Pedro safeguarding is everyone's responsibility and all members of staff must be fully aware of and fully complete their obligations.

"Safeguarding … relates to the action taken to promote the welfare of children and protect them from harm. Safeguarding is everyone's responsibility. Safeguarding is defined as:

- *protecting children from maltreatment*
- *preventing impairment of children's health and development*
- *ensuring that children grow up in circumstances consistent with the provision of safe and effective care and*
- *taking action to enable all children to have the best outcomes" (Gov.UK 2014)*

Job Summary

A teacher in an EYFS role who consistently works towards outstanding performance across all professional standards, ensuring safeguarding and successful pupil outcomes. There is a possibility of a leadership role with this post.

Key Responsibilities

Planning, Teaching and Class Management

- Identifying clear teaching objectives and specifying how they will be taught and assessed.
- Setting tasks, which challenge pupils and ensure high levels of interest.
- Setting clear targets, building on prior attainment.
- Identifying SEN or very able pupils.
- Providing clear structures for lessons maintaining pace, motivation and challenge.
- Ensuring effective teaching and best use of available time.
- Monitoring and intervening to ensure sound learning and behaviour for learning using the school´s policies and procedures.
- Using a variety of teaching and learning methods to meet the needs of all pupils across all subjects.
- Evaluating your own teaching critically to improve effectiveness.
- Managing other adults in the classroom as appropriate.
- Able to create a positive, caring and creative learning environment
- Passionate and innovative about the EYFS and in developing the provision

- Determined to ensure that all children have the opportunity to make excellent progress in their crucial first years of learning
- Be a strong team player and develop close links with families

Monitoring, assessment, recording and reporting

- Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching.
- Confident and current in your knowledge and understanding of the EYFS curriculum
- Plan, lead and assess all aspects of learning
- Mark and monitor pupil's work and set targets for progress.
- Promote the growth of Literacy and Maths throughout the Early Years environment.
- Assess and record pupil's progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving.
- Prepare and present informative reports to parents.

Pastoral care

- Undertaking pastoral and tutorial duties, and supporting pupils on an individual basis through academic or personal difficulties; monitor attendance and punctuality and report any concerns to Parents and Head of Key Stage or the Head of EYFS and Primary as appropriate.

Other professional requirements are to:

- Operate at all times within the stated policies and practices of the school.
- Endeavour to give every child the opportunity to reach their potential and meet high expectations.
- Contribute to the life of the school through effective participation in meetings and management systems necessary to co-ordinate the management of the school.
- Ensure your own professional development.
- Develop appropriate liaison with all teaching and support staff.
- Liaise effectively with parents and actively promote their involvement in the life of the school.
- Actively lead and develop the subject area as part of the wider, extra-curricular offer.

Other subject specific expectations will be directed by the Head of Key Stage or the Head of EYFS and Primary.

Person Specification

Education and Skills:

Essential:

- Fully qualified teacher.
- Excellent classroom management skills and able to follow the school's disciplinary code.
- Excellent subject knowledge.
- Full understanding of Equal Opportunities and able to implement in everyday practice.

Desirable

- Further qualifications and track record of professional development.

Training and Experience:

- Successful experience in teaching in a UK school/Curriculum
- Proven track record of delivering in EYFS Sector.
- Record of delivering relevant extracurricular activities/events.

Competencies for the Role:

Role Specific

- To be approachable to children, parents, and staff.
- To be able to work positively and professionally as part of a team.
- To give clear instructions to children and be organised in classroom management.
- To be flexible, friendly and cooperative when working with colleagues.
- To communicate clearly to parents and resolve any issues quickly and professionally.
- To communicate effectively in writing.

At Laude San Pedro we have high academic expectations for all of our students. Our vision is that every child will achieve more than they dreamed possible, in a happy and inclusive environment where everyone is supported and encouraged to excel.

In addition, our whole community shares a common understanding of the personal qualities and values which we hope all of our students will demonstrate and uphold.

- Loyalty
- Aspiration
- Unity
- Determination
- Empathy

Signed: …… Date: ……

Name (Print): ……..