



Gulf British Academy

EYFS Teacher

Job Description (v. 2021/22)

Position:	EYFS Teacher
Hours:	6:45am to 2:45pm
Salary:	Competitive
Reporting to:	EYFS Coordinator, Assistant Headteacher (Curriculum, Achievement and Assessment)

You are employed at Gulf British Academy in the capacity stated above and your conditions of service are controlled by the latest version of this job description and your employment contract.

Main duties and responsibilities

- Teach an inspiring and appropriate Early Years Curriculum following the Early Years Foundation Stage (EYFS) guidance.
- Ensure children are settled in well to their first years of schooling.
- Be accountable for the attainment, progress and outcome of pupils you teach and monitor every child's progress against the Early Learning goals, whilst following the EYFS curriculum.
- Set clear and challenging EYFS targets that build on prior attainment for each pupil; use an appropriate range of observation, monitoring and recording strategies as a basis for setting challenging learning objectives for pupils of all backgrounds, abilities and dispositions, monitoring learners' progress and levels of attainment.
- Liaise effectively with parents and offer opportunities for them to engage in their child's learning at home.
- Be aware of pupils' capabilities, their prior knowledge and plan teaching to differentiate appropriately, demonstrating knowledge and understanding of how pupils learn.
- Have a clear understanding of the needs of all pupils, including those with special educational needs; gifted and talented; EAL (English as an additional language); and/or disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them all.

- Take responsibility for promoting high standards of literacy including the use of standard spoken English and the teaching of early reading and phonics.
- Make accurate and productive use of assessment to secure pupils' progress and ensure every child makes good progress.

Behaviour and safety

- Establish a safe, purposeful and stimulating environment for pupils, rooted in mutual respect, and to establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly.
- Manage the class effectively, using approaches which are appropriate to pupils' needs in order to inspire, motivate and challenge.
- Maintain a good relationship with pupils, exercise appropriate authority, and act decisively when necessary.
- Be a positive role model and demonstrate consistently the positive behaviour, attitude and values which are expected of pupils.
- Have high expectations of behaviour, promoting self-control and independence of all learners.
- Carry out playground and other duties as directed by Senior Leadership.
- Ensure that educational needs of all pupils in your class are fully met and liaise with the Learning Support department where necessary to support children with special needs.
- Inform the Learning Support coordinator of any concerns relating to the development of a child.
- Inform the Designated Safeguarding Lead of any concerns relating to the safety or well-being of a child.

Team working

- Act as a role model for staff, demonstrating a high quality of teaching, learning and assessment in the Early Years.
- Work with colleagues to create a stimulating learning environment for teaching and learning in the Early Years.
- Participate in relevant meetings / professional development opportunities at school, which relate to the learners, curriculum or organisation of the school including pastoral arrangements and assemblies.
- Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice.

- Ensure that Teaching Assistants working with you are appropriately involved in supporting learning and understand the roles they are expected to fulfil.
- Take part as required in the review, development and management of the activities relating to the curriculum and pastoral functions of the school as it grows.

Wider professional responsibilities

- Work collaboratively with others to develop effective professional relationships.
- Deploy support staff effectively as appropriate.
- Communicate effectively with parents/carers with regard to pupils' achievements and well-being using school systems.
- Communicate and cooperate with relevant external bodies.
- Make a positive contribution to the wider life and ethos of Gulf British Academy.

Administration

- Register the attendance of and supervise learners, before, during and at after-school sessions as appropriate.
- Participate in and carry out any administrative and organisational tasks as required.

Professional development

- Regularly review the effectiveness of your teaching and assessment procedures and its impact on pupils' progress, attainment and well-being.
- Be responsible for improving your teaching through participating fully in training and development opportunities identified by the school or as a result of your appraisal.

Other

- To have professional regard for the ethos, policies and procedures of Gulf British Academy and maintain high standards in your own attendance and punctuality.
- To adhere to the expectations set out in the school Staff Handbook.

This job description will be reviewed annually by the SLT and may, after consultation with the post holder, be changed according to the needs of the school.

It will form the basis of teacher review meetings and sets out the main expectations of the school in relation to the post holder's professional responsibilities and duties.

Printed name of post holder:

Signature of post holder:

Dated:

Approved by Headteacher:

Dated:

Approved by School Director:

Dated:

