



Role Profile: EYFS Teacher (Reception)

Location: Clifton Lodge School

Function: Teaching and Learning

Reporting to: Headteacher

Role purpose

This is an exciting opportunity for a passionate individual to inspire our children.

- To fulfil the professional responsibilities of a teacher and to meet the expectations set out in the teaching standards
- To demonstrate great care for each child's well-being and learning progression.
- To be able to implement an engaging and successful EYFS curriculum in line with Clifton Lodge's ambitious expectations
- To ensure the school meets ISI EYFS compliance regulations.

Key Accountabilities

Standards and Quality Assurance

- Support the aims & ethos of the school
 - Set a good example in terms of dress, punctuality & attendance
 - To participate in meetings at the School which relate to the curriculum and organisation of the school and the pastoral care of the pupils
 - To ensure delivery of a curriculum that meets the needs of all pupils, is well sequenced to promote progress to ELGs and the challenges of the Clifton Lodge curriculum objectives
 - To attend INSET days and staff meetings, parents' evenings and Open Days
 - To supervise daily, lunch sessions and other break duties as timetabled
- To take part in the wider life of the school, e.g. concerts, after school clubs, outings
- To plan, monitor and support the work of the Early Years Teaching Assistant in the class
 - To participate in arrangements made for Performance Management

Teaching and Learning

- To be responsible for the education, welfare and personal care of pupils, having regard to the aims and objectives of Clifton Lodge Policies
- To share in the responsibility for the discipline and pastoral care of the pupils, including the safeguarding and promoting of children's welfare
- To support the Clifton Lodge Head, Senior and Educational Leadership Teams, staff and other professionals in the preparation of schemes of work, lesson plans and School policies
- To maintain good order and discipline among pupils and safeguard their health and safety, both





on and off the school premises

- To create and maintain a safe, organised, tidy and stimulating class environment

Assessing and Reporting

- To assess, record, track and report on children's progress and attainment in line with School Policy
- To be responsible for maintaining the children's individual profiles
- To be responsible for reporting to parents on the children's progress, as well as communicating and consulting with parents regularly
- To present coherent and accurate accounts of pupil performance and other self-evaluation evidence to a range of audiences including governors, auditors, ELT, SLT and ISI inspectors.
- Work within the Code of Practice relating to Special Educational Needs

Health & Safety

The post holder is responsible for the safety of all pupils and must ensure that:

- The resources are maintained in a safe condition for the pupils and School staff;
- Staff carry out operations in accordance with School policy and departmental codes of safe working practice;
- All accidents are reported to the and recorded using School's Accident Report/Medical Tracker

Safeguarding Responsibilities

- To comply with safeguarding policies, procedures and code of conduct
- To demonstrate a personal commitment to safeguarding and student/colleague wellbeing
- To ensure that any safeguarding concerns or incidents are reported appropriately in line with policy
- To engage in safeguarding training when required

Role overview

What you'll bring

Essential Skills & Qualifications

- A thorough understanding of the EYFS and the new framework
- Excellent communication skills (oral, written and use of ICT);
- Good organisational and administrative skills;
- Create a stimulating learning environment
- Ability to take the lead in supervising other supporting adults with the classroom.
- Ability to work independently or as a member of a team.





- Awareness of Health & Safety requirements and a thorough understanding of safeguarding
- Graduate with teaching qualification (B.Ed./PGCE)
- Qualified Teacher Status
- Thorough knowledge of ELGs and EYFS age related expectations.
- A commitment to CPD
- A willingness to work hard, with energy and enthusiasm, and be prepared to go 'the extra mile'.
- Calmness and efficiency and the ability to work under pressure at certain times;
- Positive outlook and sense of humour

Key Stakeholders you'll be working with

- Internal: Pupils and all school staff.
- Blenheim Schools: Colleagues across Blenheim schools.
- External: Key external relationships and parents.

Governance:

- Blenheim Schools is the proprietor of Clifton Lodge School. As such, Blenheim Schools has the legal responsibility and accountability for ensuring that the School is compliant, demonstrating the highest standard of pupil safety, quality of education and effectiveness in all areas of school life.
- Blenheim Schools do not have governing bodies. However they all have strong and established governance arrangements and Heads are line managed by a Chair of Governors.
- Support in leading a school which is entirely compliant and provides a safe learning environment for students and staff ensuring full compliance with legislation, regulations, safeguarding policies, procedures and code of conduct.
- Safeguarding and Health & Safety governance visits are held at each school to evaluate their quality for protection for our children. During these visits, the reviewer will speak with the Head, Designated Safeguarding Lead, Educational Visits Coordinator and other staff, as well as always talking to groups of children.

- **To be signed and dated by employee:**
- **Signed:**
- **Name (print):**
- **Date:**

