

GLF Schools Job Description

Job Title:	EYFS Leader	Job Reference:	
Location:	Forge Wood Primary School	Travel Required:	N
Job Description			
Core Purpose			
<ul style="list-style-type: none"> To achieve high quality teaching duties and to make effective use of resources in order to achieve the highest standards of learning and achievement for all EYFS children. To provide excellent leadership of the EYFS within the school To support school improvement plan initiatives led by the Executive Leadership team, whilst promoting the well-being of staff and children in the school. 			
Key Accountabilities			
Leadership			
<ul style="list-style-type: none"> Proven ability of quality Early Years practice impacting on positive outcomes for all children. A detailed knowledge of the EYFS curriculum and its means of delivery Experience of middle leadership including analyzing data and managing a budget Good communication skills to deliver staff training and develop all practitioners within the team. Clear vision to develop Early Years practice including transition for all children by positive engagement within the locality and GLF Schools Contribution towards whole school initiatives and the wider role of LMT 			
Learning and Teaching			
<ul style="list-style-type: none"> Use school policy and Early Years Foundation Stage Profile requirements to set clear targets for improvement of children's achievement and monitor children's progress towards these targets Plan and prepare high quality lessons Teach high quality lessons that meet the needs of all Early Years children within the class and facilitate good learning and progress Regularly provide feedback to children in accordance with the school policy Have a regard to the curriculum for the school, with a view on promoting the development of the abilities and aptitudes of the children in any class or group assigned. Assess, record and report on the development, progress and attainment of children Ensure the effective/efficient deployment of the classroom support Effectively use ICT to support teaching and learning 			
Pastoral			
<ul style="list-style-type: none"> Promote the general progress and well-being of individual children and of any class or group of children assigned Make records of and reports on the personal and social needs of children Communicate and consult with the parents of children and other with persons or bodies outside school Maintaining good order and discipline among the children and safeguarding their health and safety both when they are authorised to be on the school premises and when they are engaged in school 			
Assessments and Reports			

- Quality assure EYFS assessments through moderation.
- Analyse EYFS data to track progress, identify trends, and report to LMT, SSB and GLF Schools.
- Utilise data effectively to plan for interventions in line with guidance from the Inclusion leader and Team.
- Effectively using ICT to support assessment and performance tracking

Review, Induction, Further Training and Development

- Monitor and review the quality of Standards within EYFS
- Participating in arrangements for further training and professional development as a leader including undertaking training and professional development which aim to meet needs identified in performance
- Management objectives or statements
- Working as a member of a designated team and to contribute positively to effective working relations within the School
- Participating in whole school developments in relation to School and group action plans

Safeguarding

GLF Schools is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. The successful candidate will have to meet the person specification and required to apply for a DBS disclosure. We particularly welcome applicants from under- represented groups including ethnicity, gender, transgender, age, disability, sexual orientation or religion.