

## MEADOW VALE PRIMARY SCHOOL



**Job Title:** Foundation Stage Classteacher

**Responsible to:** Headteacher

**Job Purpose:** To teach a class of children in Foundation Stage.

### **DUTIES AND RESPONSIBILITIES**

#### **Teaching and Assessment**

##### **Planning**

- Plan lessons to develop learning and skills across the 7 areas of learning, using the appropriate Early Years guidance documents.
- Set clear targets for improvement of children's achievements and attainment.
- Plan effectively to meet the needs of all children, including those with SEN and EAL, through the differentiated learning activities and collaboration with SENCO/Learning Support Teacher/LSA's/outside agencies.

##### **Classroom management**

- Use effective teaching strategies to ensure that all children are included and that their individual needs are met.
- Secure a high standard of behaviour in the classroom through establishing appropriate rules and high expectations of discipline.
- Provide a safe, organised, stimulating, caring, happy environment that promotes independence of learning.
- Manage a key worker system within the classroom to promote confidence, security and good communication with children and parents.

##### **Monitoring progress**

- Accurately assess and monitor children's attainment and implement next steps to extend and develop their learning.
- Provide clear, instructive feedback to children on their achievements.
- Track individual pupil progress and vulnerable group progress using appropriate tracking software.
- Liaise effectively with children's parents/carers through informative oral and written reports on their children's progress and achievements, discussing appropriate targets and encouraging them to support their children's learning, behaviour and progress.
- Ensure a high standard of pupil well-being within a caring and nurturing classroom environment.

##### **Other professional requirements**

- Work closely and effectively with support staff in the classroom, involving them, where appropriate, in the planning, management and assessment of children's learning.
- Attend meetings and contribute to the discussion of school affairs – curriculum, organisation, administration and pastoral.
- Take responsibility for implementing school policies and practices, including those dealing with bullying and racial harassment.
- Take responsibility for your own professional development, setting objectives for improvements and taking action to keep up-to-date with research and development in pedagogy and in the subjects you teach.
- Display a commitment to the protection and safeguarding of children, young people and vulnerable adults.
- Meet all requirements of the National Standards for Teachers.