



Job Description for EYFS Leader

Responsible to: Principal

The post-holder will be expected to manage their own performance and development within the EYFS phase of the school, encouraging all staff in the same areas to do the same by sharing a commitment to improvement.

The post-holder will be expected to provide professional leadership and management of the EYFS phase of the school.

The post-holder will be required to exercise their professional skills and judgement to carry out the professional duties set out below in a collaborative manner.

Making an impact on the educational progress of pupils beyond those directly assigned:

- Encourage pupils' motivation and enthusiasm, securing positive attitudes to learning and high standards of behaviour in the EYFS.
- Monitor, evaluate and review pupils' progress, achievement and attainment across the EYFS and ensure appropriate action plans are in place where issues are identified.
- Monitor, evaluate and review the quality of learning and teaching in the EYFS in accordance with school policy.
- Challenge underperformance of learning and teaching in the EYFS by promoting a high challenge high support culture.
- Support curriculum leaders in the development and implementation of curricular and cross curricular initiatives.
- Support teachers, support staff and the Inclusion team to promote inclusive teaching methods.
- Support the pastoral care of pupils in the phase.
- In conjunction with the educational visits curriculum leader, oversee the organisation of educational visits and curriculum enrichment activities within the phase.
- Liaise closely with other Phase Leaders to ensure continuity and progression across the phases.

Leading, Developing and Enhancing the teaching practice of others

- Have a detailed professional knowledge of the EYFS including an understanding of the knowledge, progression of early childhood development.
- Be accountable for the work of teachers and support staff in the EYFS and those assigned to the phase.
- Monitor, evaluate and review the quality of learning and teaching in the EYFS and share judgments with teaching and support staff as appropriate.
- Develop and improve EYFS subject knowledge and pedagogy.
- Ensure the promotion of methods that enable all pupils to learn effectively, including Home Learning.

- Enable colleagues to challenge and inspire pupils, expecting the most of them, so as to deepen their knowledge and understanding of the EYFS and the curriculum within the phase.
- Take responsibility for the induction of new staff in the phase.
- Identify key professional development needs and ensure that these needs are addressed through the provision of high quality coaching and mentoring.
- Contribute to continuing professional development (CPD) activities with particular reference to EYFS issues.
- Disseminate examples of 'good practice' in learning and teaching, effective planning and provision across the EYFS.

Leadership and Accountability

- Actively support the aims and ethos of the school as a member of the Senior Leadership Team.
- Establish good relationships, encourage good working practices and support the ambitions of the academy in the interests of all children.
- Oversee aspects of EYFS organisation and management, including preparing agendas and chairing weekly EYFS meetings.
- Support and motivate all staff.
- Act as a Performance Management Team leader in accordance with the school's policies and procedures.
- Attend and play an active part in weekly Senior Leadership Team meetings.
- Develop links and liaise with governors, the local authority and the wider school community.
- Co-ordinate strategies to achieve identified School Development Plan priorities, evaluate and report on the effectiveness and make suggestions for further improvement.
- Take part in and respond to issues regarding self-evaluation including making contributions to the development of the SEF.
- Lead professional development in the identified areas through example.
- Be accountable for a budget directly linked to the subject/ area in line with relevant targets, school policy and allocated funds.