

Headteacher: Liam Fielding
East Allington Primary School
Church Hill, East Allington,
Totnes TQ9 7RE
T: 01548 521305
Email: admin@eastallingtonprimary.org.uk
Website: www.eastallingtonprimary.org.uk



JOB DESCRIPTION: EARLY YEARS CLASS TEACHER

School: East Allington Primary School

Job Title/Post: Early Years Class Teacher – 1.0 FTE

Salary: Main Pay Scale

Responsible to: Headteacher

Contract: Permanent

Job Purpose

To provide high-quality teaching and learning which enables all pupils to make strong progress and develop secure foundations for future learning.

The postholder will carry out the professional duties of a teacher in accordance with the **Teachers' Standards**, the current **Early Years Foundation Stage (EYFS) statutory framework for group and school-based providers**, the School Teachers' Pay and Conditions Document where adopted by the Trust, and the policies and expectations of East Allington Primary School and Education South West.

The successful candidate will contribute positively to the wider life and continuing development of the school. This role also provides an opportunity for the right candidate to **develop their leadership skills**, contribute to whole-school improvement and take on additional responsibility as their experience and expertise develop.

A) Teaching, Learning and the Curriculum

The postholder will:

- Plan and deliver **high-quality, ambitious and inclusive teaching** which enables all pupils to learn well and make strong progress.
- Develop and maintain high-quality **continuous provision**, alongside purposeful adult-led and adult-focused learning opportunities appropriate to the Early Years Foundation Stage.
- Ensure children develop strong foundations for future learning, with particular attention to **communication and language, early literacy and mathematics**.
- Use children's interests, prior knowledge and identified learning needs to create engaging and purposeful learning experiences.
- Provide opportunities for children to learn through first-hand experiences, purposeful play, exploration, talk and carefully planned adult interaction.
- Promote children's independence, resilience, curiosity, collaboration, concentration and positive attitudes towards learning.
- Use modelling, explanation, questioning and appropriate scaffolding to support and extend children's learning.
- Have high expectations for the achievement, behaviour and participation of all pupils.
- Ensure that pupils with **SEND, disadvantaged pupils and those experiencing other barriers to learning** receive appropriate adaptations, support and challenge.
- Work effectively with teaching assistants and other adults, ensuring that additional adult support has a positive impact on children's learning.

Article 28: All children have the right to a primary education, which should be free. Wealthy countries should help poorer countries achieve this right. Discipline in schools should respect children's dignity. For children to benefit from education, schools must be run in an orderly way – without the use of violence. Any form of school discipline should take into account the child's human dignity.

Headteacher: Liam Fielding
East Allington Primary School
Church Hill, East Allington,
Totnes TQ9 7RE

T: 01548 521305

Email: admin@eastallingtonprimary.org.uk

Website: www.eastallingtonprimary.org.uk



- Maintain stimulating, purposeful and well-organised indoor and outdoor learning environments which support the curriculum and children's independence.
- Contribute to curriculum development and improvement across the school.

B) Assessment and Pupil Progress

The postholder will:

- Make accurate and productive use of **formative and summative assessment** to identify what pupils know, understand and can do and determine appropriate next steps.
- Monitor the progress and attainment of all pupils and respond promptly where children are at risk of falling behind.
- Use assessment proportionately and effectively, avoiding unnecessary workload while ensuring that information gathered informs teaching.
- Identify misconceptions and gaps in learning and adapt teaching accordingly.
- Maintain appropriate records of children's learning, development and progress in accordance with school and statutory requirements.
- Contribute to pupil progress discussions and wider school evaluation processes.
- Provide parents and carers with clear and constructive information about their child's learning, development and progress.
- Contribute appropriately to statutory assessment requirements, including those within the EYFS.

C) Inclusion and SEND

The postholder will:

- Create an inclusive classroom in which every child is valued, supported and able to participate.
- Understand and respond effectively to individual pupils' needs and barriers to learning.
- Work collaboratively with the **SENDCo**, teaching assistants, parents/carers and external professionals where appropriate.
- Implement agreed provision, reasonable adjustments and strategies for pupils with additional needs.
- Contribute to the **graduated response** for SEND through identifying needs, implementing appropriate support and reviewing its impact.
- Contribute to and implement provision identified within Education, Health and Care Plans (EHCPs), where applicable.
- Maintain high expectations for pupils with SEND while ensuring teaching and provision are appropriately adapted to enable them to succeed.

D) Behaviour, Relationships and Personal Development

The postholder will:

- Establish positive, respectful relationships with pupils based upon warmth, consistency and high expectations.
- Establish and maintain clear **routines and expectations for behaviour**.
- Implement the school's Behaviour Policy consistently and fairly.
- Create a calm, safe and purposeful learning environment in which children feel secure and ready to learn.

Article 28: All children have the right to a primary education, which should be free. Wealthy countries should help poorer countries achieve this right. Discipline in schools should respect children's dignity. For children to benefit from education, schools must be run in an orderly way – without the use of violence. Any form of school discipline should take into account the child's human dignity.

Headteacher: Liam Fielding
East Allington Primary School
Church Hill, East Allington,
Totnes TQ9 7RE

T: 01548 521305

Email: admin@eastallingtonprimary.org.uk

Website: www.eastallingtonprimary.org.uk



- Promote children's confidence, independence, wellbeing and positive relationships.
- Model the school's values of **Active, Bold and Caring** in their interactions with children, colleagues and families.
- Contribute to pupils' wider personal, social and emotional development.

E) Safeguarding and Welfare

The postholder will:

- Have a clear understanding that **safeguarding and promoting the welfare of children is everyone's responsibility**.
- Fulfil their responsibilities in accordance with **Keeping Children Safe in Education 2026**, the current EYFS statutory framework and the school's Child Protection and Safeguarding Policy.
- Remain vigilant to signs that a child may be experiencing abuse, neglect, exploitation or other safeguarding concerns and act without delay in accordance with school procedures.
- Record and report safeguarding concerns accurately and promptly.
- Maintain appropriate professional boundaries and comply with the Staff Code of Conduct.
- Complete required safeguarding training and maintain up-to-date knowledge of relevant guidance and procedures.
- Contribute to creating a culture in which children feel safe, listened to and confident to speak to trusted adults.

F) Professional Responsibilities

The postholder will:

- Demonstrate consistently high standards of personal and professional conduct in accordance with the **Teachers' Standards**.
- Support the aims, ethos, values, vision and priorities of East Allington Primary School and Education South West.
- Build positive and professional relationships with colleagues, pupils, parents/carers, governors and the wider school community.
- Communicate effectively and sensitively with parents and carers regarding children's learning, wellbeing and development.
- Attend and contribute to staff meetings, parent consultations, training and other professional activities as reasonably required.
- Work collaboratively with colleagues within East Allington and across Education South West.
- Take responsibility for their own professional development and engage positively with **instructional coaching, professional development, feedback and reflection**.
- Demonstrate professionalism, confidentiality, integrity and sound professional judgement.
- Work independently and use initiative while recognising when collaboration, advice or support is required.
- Make an active contribution to the wider life of the school.



G) Leadership and School Improvement

The successful candidate will be encouraged and supported to develop their leadership skills. As appropriate to their experience and development, the postholder will:

- Contribute to the school's priorities for improvement.
- Take an active role in developing aspects of curriculum or wider school provision.
- Share effective practice with colleagues and contribute positively to professional dialogue.
- Use evidence, monitoring and evaluation to contribute to improvements in provision and outcomes for pupils.
- Work alongside school and Trust leaders to develop their understanding of effective school leadership.
- Undertake additional leadership responsibilities where mutually agreed and appropriate to the postholder's experience, interests and professional development.

This aspect of the role is intended to provide a **genuine opportunity for professional growth and leadership development**, rather than requiring applicants to arrive with previous leadership experience.

H) Continuing Professional Development

The postholder will:

- Engage fully with the school's programme of **instructional coaching and professional development**.
- Reflect upon and evaluate the impact of their teaching on pupils' learning.
- Respond positively to professional feedback and use it to improve practice.
- Keep their professional knowledge current, including developments within Early Years, curriculum, pedagogy, SEND and safeguarding.
- Take advantage of opportunities to collaborate and develop professionally across **Education South West**.
- Take increasing responsibility for their own professional development and career aspirations.

General

The duties outlined in this job description are not intended to be exhaustive. The postholder may be required to undertake other duties that are reasonably consistent with the nature and level of responsibility of the post.

The job description may be reviewed periodically, following appropriate consultation with the postholder, to reflect the changing needs and priorities of the school and Trust.

All duties must be undertaken in accordance with relevant legislation, statutory guidance and the policies and procedures of **East Allington Primary School and Education South West**.

East Allington Primary School and Education South West are committed to safeguarding and promoting the welfare of children and expect all staff and volunteers to share this commitment. Appointment will be subject to appropriate safer recruitment and pre-employment checks.

Article 28: All children have the right to a primary education, which should be free. Wealthy countries should help poorer countries achieve this right. Discipline in schools should respect children's dignity. For children to benefit from education, schools must be run in an orderly way – without the use of violence. Any form of school discipline should take into account the child's human dignity.