

FISHERGATE PRIMARY SCHOOL - JOB DESCRIPTION

MAINSCALE TEACHER

Post Holder:

Job Title: EYFS Teacher

Curriculum Leader:

Salary Grade: Main Scale

Professional duties:

You are required to carry out the duties of a schoolteacher in accordance with the provisions of the current School Teachers Pay and Conditions Document and the Standards for Teachers September 2013.

Classroom responsibilities:

- To take responsibility for the education and welfare of the EYFS children.
- To work within the EYFS curriculum policies of the school, having due regard to the requirements of the early learning goals, the school's aims and objectives, and any policies of the Governing Body.
- To prepare material, plan work and set up learning situations which are appropriate to the needs of individual children; setting, and aiming to achieve, the highest possible standards for each child.
- To keep detailed weekly/daily teaching plans of class activities and children's learning experiences which are presented to the head teacher or Key Stage Leader on request.
- To assess, record and report on the development, progress and attainment of children in accordance with the school policy. To maintain a record of each child's progress and attainment completing the a tracker each term, and use continuous assessment to plan next steps and set targets for children.
- To identify children with Special Educational Needs and inform the SENCO.
- To provide a stimulating well-ordered learning environment.



- To be responsible for the pastoral care, discipline and guidance of children in your class.
- To meet parents and discuss the educational needs and progress of their children at arranged parents evenings each term. Teachers should make themselves available whenever required in addition to this to discuss concerns or share achievements with parents/carers.
- To organise and take part in educational visits for pupils, making the best possible use of the locality and community to enrich learning.
- To make opportunities for involving the children in the life of the community surrounding the school.

General responsibilities:

- To be aware of the building and surroundings, helping to keep a safe, tidy and attractive environment.
- To attend staff meetings relating to the curriculum, administration or organisation of the school and thus support and help colleagues.
- To attend assemblies led by visitors to the school and lead assemblies on an agreed rota with other teachers.
- To share in the corporate responsibility for the well- being and discipline of all pupils.
- To make a positive contribution to the wider life of the school and maintain a reflective approach to personal professional development.
- To take part in an annual cycle of Appraisal as set out in the school's Appraisal and Pay Policies.

Arrangements for Review

This job description will be reviewed jointly by the head teacher/appraiser and the post-holder at least once, usually at the start of each academic year.

Signed Head teacher

Date

Signed Post Holder

Date