This appointment is with the Governing Body of the school under the terms of the school’s contract and signed with the governors as employers.

**TEACHING ROLE:** Lead Teacher

**SALARY**: TBC

**SCOPE:** Leading EYFS teaching and its improvement

**ACCOUNTABLE TO**: Principal,

**PERFORMANCE MANAGED BY:** Principal, AVP

The appointment is subject to the current conditions of employment of teachers, contained in the School Teachers’ Pay and Conditions document, other current educational and employment legislation, and the terms of the contract with the Governing Body.

**ACCOUNTABLE FOR:** Delivering overall outstanding teaching personally. Monitoring and enhancing the quality of teaching of others, with a focus on pupil progress across all subject areas. Leadership of a key area of the School Improvement Plan. Supporting and developing the Christian ethos of the school through outstanding teaching. The responsibilities defined in the job description are undertaken in addition to your responsibilities as a Schoolteacher as defined in the relevant Conditions of Service.

**STATUS OF THE POST**

This is a senior post within the school’s leadership structure. The post holder will be a member of the Senior Leadership Team and report directly to other members of the SLT and Governors.

**MAIN PURPOSE OF THE POST**

To model and lead improvement of teaching skills by delivering and supporting

* Improved and sustained individual pupil progress in EYFS
* The highest quality teaching and learning within EYFS such that it is judged to be at least good and often outstanding

**PROFESSIONAL RESPONSIBILITIES**

In addition to the main professional responsibilities of all teaching staff, the EYFS Lead Teacher is required to:

* To monitor and evaluate the quality of provision in EYFS and report to the SLT.
* Line manage staff and oversee Performance Management of Teaching Assistants within EYFS.
* Lead improvements in teaching and learning in EYFS as agreed with the SLT and/or identified in the School Improvement Plan (SIP).
* Display an infectious commitment to improvement and be able to encourage and support improvements in others.
* Ensure pupils maximise their potential and progress
* Carry responsibility for an agreed key area of the School Improvement Plan and subject area.
* Manage the EYFS including; communications with parents, schedules, assessments, staff training, and all that might be required for the creation of an effective learning environment.
* The EYFS Lead Teacher will be supported by the KS1 Senior Teacher, who will take the main responsibility for the day to day management of KS1. These are detailed in the KS1 Senior Teacher’s job description and include activities such as organising timetables, rotas, phase meetings, letters to parents and the recording of assessments.

The EYFS & KS1 Lead Teacher is required to exercise their professional skills and judgement to carry out, in a collaborative manner, the professional duties set out below.

**1. Modelling and Fostering High Quality Teaching**

The EYFS Lead Teacher will model outstanding teaching themselves and expect and enable colleagues to:

1. Inspire and challenge pupils, expecting the most of them, so as to deepen their knowledge, understanding and enthusiasm for learning.
2. Plan individual lessons well, both setting clear objectives that pupils understand, and also using varied and effective methods which enable all pupils to make good progress.
3. Manage pupils well and insist on high standards of behaviour.
4. Model effective home school communications to reinforce and / or extend what is learned in school.
5. Assess pupils’ work thoroughly and securely, and use assessments to help encourage pupils to overcome difficulties.

**2. Leading Improvement of Teaching Skills**

The EYFS Lead Teacher will lead the improvement of teaching skills by:

1. Developing and improving individual and collective subject knowledge and pedagogy.
2. Having and sharing an enthusiasm for outstanding teaching practice, expecting and ensuring that other EYFS teachers follow their leadership of teaching practice.
3. Monitoring the quality of teaching and the associated learning, sharing judgements with teachers and support staff as appropriate and agreeing appropriate actions in their light.
4. Identifying key professional development needs within EYFS.
5. Tackling areas of development with professionalism, to ensure that these are addressed using high quality strategies, including effective coaching and mentoring.
6. Disseminating examples of effective planning practice within EYFS, to other lead teachers and other staff when required/appropriate.

**3. Making an impact on the educational progress of pupils beyond those directly assigned**

The EYFS Lead Teacher will actively foster outstanding progress for all pupils, and where appropriate in other phases, and to achieve this will:

1. Lead, manage and monitor implementation of the School Improvement Plan related to improving teaching and learning in EYFS.
2. Monitor and evaluate assessment data to identify trends in pupil performance and issues for development.
3. Monitor the progress of individual pupils and groups and guide the SLT in pinpointing learning support.
4. Work with the SLT to define intervention strategies and evaluate the effectiveness of such strategies, making good use of data where and when appropriate.
5. Support teachers and the SEN co-ordinator to facilitate implementation of IEP targets.
6. Encourage and inspire pupils to be motivated and enthused in their individual learning journeys.
7. Work with, and support staff to ensure that there is a positive climate for learning within EYFS.
8. Develop and deliver positive responses to challenge and high expectations.
9. Liaise with other lead teachers, SLT and governors to ensure curriculum continuity and progression.

**4. Leading, managing and developing identified subject and School Improvement Plan responsibilities**

Currently, the post holder is asked to take responsibility for English as an Additional Language (EAL) as their subject responsibility.

In addition, from time to time, as agreed, the EYFS Lead Teacher will carry responsibility for a key area of the School Improvement Plan.

They will:

1. Co-ordinate strategies to achieve the SIP priorities and subject area development.
2. Evaluate and report on their effectiveness.
3. Propose actions for further improvement, liaising with SLT and governors as required.
4. Support the planning of lessons and development of staff subject knowledge in the relevant subject area, and carry out all other relevant subject coordinator work such as coordination of resources, being a point of contact for staff, governors and parents etc.
5. Lead professional development in the identified areas both through example and support, and through co-ordinating the provision of high quality professional development for staff.

These responsibilities may be reviewed at any time with due consultation and will be reviewed every three years as part of the triennial review of staffing and responsibility structures.