



EYFS Leader/AHT

JOB DESCRIPTION

To work with the Head teacher of Waltham Holy Cross Primary Academy (WHX) in all aspects of leadership and management and to take responsibility for managing and developing learning and teaching, curriculum, assessment and enrichment in Early Years.

JOB PURPOSE

To be an outstanding EYFS teacher, able to provide professional leadership and management in the school as well as being accountable for high standards of teaching, learning and standards achieved across Early Years. You will be responsible for the efficient and effective use of resources and will contribute as a member of the Senior Leadership Team. You will be required to teach a Reception class and to undertake associated duties to support EYFS across the three schools.

JOB SPECIFICATION

Strategic Direction and Development of the School

- Take the lead role in developing an EYFS setting across the WHX that will provide an outstanding education for pupils
- Support the Headteacher in defining, meeting and promoting the vision, aims, ethos and policies of the Trust and promote high levels of achievement
- Support the Headteacher in the preparation of the Self Evaluation Report and the Academy Improvement Plan, and to meet the priorities in the SIP within the local and national context and to take responsibility for appropriately delegated aspects of it associated with EYFS
- Support EYFS staff in achieving priorities and targets which the school sets itself and to provide them with support and guidance in their implementation
- Work with staff and governors to prepare and update curriculum policies, schemes of work and job descriptions for EYFS where necessary
- Help ensure the effective implementation of new projects and initiatives in EYFS
- Demonstrate high levels of social skills, dealing sensitively with staff, parents and other members of the school community
- Undertake other associated duties in the school as directed by the Headteacher
- Lead aspects of the development of teaching and learning in EYFS Organise and lead meetings and training within the EYFS phase

Teaching and Learning



- Lead, manage and develop aspects of the curriculum and the learning contexts in order to meet the needs of the Early Years learner
- Lead aspects of learning throughout the school developing and employing assessment strategies and data analysis
- Lead, develop and enhance the teaching practice of other staff through monitoring and evaluation and through implementing improvement strategies that ensure effective teaching and learning for all pupils
- Line manage a team of EYFS staff including the performance management and development of its members
- Develop the team culture which promotes collaboration, sharing of professional values, knowledge and understanding, celebration of achievements and a team responsibility for
- outcomes
- Ensure marking and assessment are undertaken in line with school policy

Leading and Managing staff

- Work collaboratively, within and beyond the classroom, with support staff, teachers, other professionals, parents, agencies and communities to promote the wellbeing of learners Contribute to the development of teachers and teaching assistants
- Support the Headteacher and perform the role of EYFS Team Leader in the implementation of the school's Performance Management Policy
- Work with students and newly qualified teachers to offer appropriate mentoring, induction and support
- Lead staff in professional development activities and evaluate the outcomes

General Responsibilities

- Establish and maintain a supportive ethos which enables learners to achieve their potential through creating and managing a positive learning environment and behaviour management strategy
- Plan effectively in the short, medium and long term and prepare lessons to provide for the differentiated needs of learners and to ensure curriculum coverage
- Implement a range of effective teaching and learning strategies including assessment for learning, employing inclusive practices to meet the needs of all learners
- Show continuing development of teaching expertise, subject and phase knowledge to enrich the learning experiences of pupils
- Contribute to the monitoring and development of a curriculum area to ensure high standards
- Play a role in the development and application of policies and practice to raise standards in the school
- Support and implement practices and policies which encourage mutual tolerance and respect



Person Specification

NET Academies is committed to safeguarding and promoting the welfare of the children and expects all staff and volunteers to share this commitment. In choosing an EYFS Leader, NET will be looking for a candidate who closely matches the following:

Qualifications and Experience	Essential	Desirable
QTS, Degree or equivalent teaching qualification	Y	
Outstanding Early Years Practitioner	Y	
Evidence of continuing career development	Y	
Safeguarding Training	Y	
A minimum of 4 years successful teaching experience	Y	
Successfully implementing strategies to improve teaching, learning and raising standards in EYFS	Y	
Able to maintain outstanding progress for learners as a result of effective and inspirational teaching	Y	
Experience of working with parents and carers, outside agencies, in partnerships and collaboration to secure achievement, enrichment opportunities and resources for children	Y	
Personal Qualities and Skills	Essential	Desirable
Can lead, motivate, enthuse and inspire staff and students, and win the confidence of parents and governors	Y	
Has the ability to think strategically with imagination, vision, creativity and originality	Y	
Is able to use ICT confidently	Y	
Is reflective, self-critical, motivated and ambitious	Y	
Has passion and believes that every student can succeed at WHX	Y	
Is an effective communicator and presenter	Y	
Can plan, organise and delegate effectively	Y	
Possesses excellent inter-personal skills	Y	
Can make tough decisions	Y	
Has a life outside school	Y	



Has a cup half full approach	Y	
Has a fantastic sense of humour	Y	
A commitment to partnerships and collaboration with others for the benefit of the school		Y
Building strong working relationships with all stakeholders		Y
Visible presence to the members of the whole school community and wider community		Y
Representing and promoting a school in the community to extend the curriculum		Y