

Steam Mills and Woodside Federation EYFS Teacher Job Description

Federation Vision

At the Federated schools of Steam Mills and Woodside we nurture a love of life, love of learning and mutual respect. We aim to provide a stimulating and challenging environment where everyone is happy, valued and every voice is heard. We want children to leave our schools equipped with the skills to become valued and responsible members of the community.

Employment Details

Job Title:	Teacher
Location:	Woodside Primary School (unless required to teach across federation)
Reports to (Job Title):	Deputy Head and Early Years Lead, Mrs Fawkes
Level:	M1-M4
Job Purpose: To carry out the functions of a teacher in accordance with the Teacher Standards	

Duties and Responsibilities

ORGANISATION

- in consultation with the Early Years lead, to plan, design and produce teaching materials and resources which are appropriate to age and ability and are in accordance with the school's improvement plan and needs of the children
- in accordance with schemes of work, plan, deliver and review lessons which are appropriate to the age and ability of the students so as to facilitate progression in students' learning
- assess, record and report on the development, progress and attainment of the students assigned to him or her within the school's guidelines
- manage the classroom and teaching equipment so as to create a positive learning environment which makes effective use of available resources.
- attend meetings, carry out administrative tasks and duties as specified in the Staff Handbook
- provide and facilitate the general progress and well-being of all students, including those with SEND or in receipt of Pupil Premium, assigned to him or her, providing guidance and advice to them on educational and social matters
- implement the school's policy with regard to registration, student absence, dress code and enforce the school's rules relating to behaviour and health and safety
- participate in full staff meetings and to contribute to decision making and consultation procedures
- be involved in the Performance Management process, to engage in professional development activities so as to enhance personal performance, fulfil personal potential and be able to participate effectively in the implementation of the federation's vision

ADDITIONAL SPECIFIC RESPONSIBILITY

GENERAL DUTIES

- to carry out a share of supervisory duties in accordance with published rotas
- to participate in appropriate meetings with colleagues and parents relative to the above duties
- to be a subject lead, with the support of our leadership team (unless ECT)

RESOURCES

- Operate relevant equipment/ICT packages (e.g. MS Office, Tapestry, My Concern, E-mail)
- Keep up-to-date knowledge of the range of external agencies and opportunities that can be used to provide extra support for students
- Support Teaching Assistants with day to day issues
- Ensure effective communication with all colleagues (teaching and support staff)

Disclosure and Barring

This post is classed as having a high degree of contact with children and is exempt from the Rehabilitation of Offenders Act 1974. An enhanced disclosure will be sought through the Disclosure and Barring Service as part of our pre-employment checks.

Name:		Signature:	
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Note: This job description is not exhaustive and will be subject to periodic review. It may be amended to meet the changing needs of the federation. The post-holder will be expected to participate in this process and we would aim to reach agreement on any changes.