



The Family of Learning Trust
Beech Hill School
Nursery Teacher
Job Description



Main Duties and Responsibilities

To carry out duties as detailed in the current School Teachers' Pay and Conditions

Document, the Education Act 1997, the required standards for Qualified Teacher Status, other current educational legislation and all of The Family of Learning Trust's aims and policies.

Planning, Teaching and Class Management

To teach classes of children throughout the school from Foundation Stage to Year 6 by planning appropriate teaching to achieve progression of learning for pupils through:

- Identifying clear teaching objectives and specifying how they will be taught and assessed.
- Setting tasks, which challenge pupils and ensure high levels of interest.
- Setting appropriate and demanding expectations.
- Setting clear targets, building on prior attainment.
- Identifying SEN or very able pupils.
- Providing clear structures for lessons maintaining pace, motivation and challenge.
- Making effective use of assessment and ensure coverage of programmes of study.
- Ensuring effective teaching and best use of available time.
- Monitoring and intervening to ensure sound learning and discipline using the school discipline policy.
- Using a variety of teaching and learning methods to meet the needs of all pupils across all subjects.
- Evaluating your own teaching critically to improve effectiveness.
- Managing parents and other adults in the classroom as appropriate.

Monitoring, assessment, recording and reporting

- Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching.
- Mark and monitor pupil's work and set targets for progress.
- Assess and record pupil's progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving.
- Prepare and present informative reports to parents.

Other professional requirements are to:

- Have a working knowledge of teacher’s professional duties and legal liabilities.
- Operate at all times within the stated policies and practices of the school.
- Endeavour to give every child the opportunity to reach their potential and meet high expectations.
- Contribute to the life of the school through effective participation in meetings and management systems necessary to co-ordinate the management of the school.
- Ensure professional development.
- Develop appropriate liaison with all teaching and support staff.
- Liaise effectively with parents and Governors and actively promote their involvement in the life of the school.
- Take on any additional responsibilities that might from time to time be determined.
- Take responsibility for their own professional development and duties in relation to school policies and practices.

Nursery Responsibility

- Using national, local and school management data effectively to monitor standards of achievement across the 2 year old and Nursery Unit
- Producing short, medium and long term plans to develop the EYFS
- Informing and reporting to colleagues, Governors and parents about EYFS
- Monitoring, maintaining and developing appropriate resources for EYFS
- Providing appropriate documentation and support (policy, scheme of work, records, staff support etc) for EYFS.
- Leading, assisting and participating in staff meetings and INSET to further the development of EYFS.
- Promoting the development of a co-operative approach to curriculum change
- Taking an active role in the planning of school development and implementation of DfE initiatives.

The elements contained in this job description are subject to amendments, after consultation, as the needs of the school change.

Signed:.....

Print Name:.....

Date:.....