**EYFS - Teacher Job Description and Person Specification** 

**Job Summary**

**Salary:** Main Pay Scale  
**Hours:** Full Time  
**School:** Wimboldsley Primary School (September 2025)   
**Contract Type:** 1 Year Temporary Position (to cover a secondment)   
**Reporting to:** Head of School  
**Responsible for**: Teaching and Learning EYFS

**Role Introduction:** As anEYFS teacher you will play a crucial part in shaping the foundational learning experiences that influence children’s future academic and personal success. The role ensures children are prepared for the next stage of learning, fostering a lifelong love of learning and development following the EYFS framework and the national curriculum

**Job Description**

| **No** | **Main Responsibilities** |
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| **1.** | **Teaching and Learning:**   * Plan, prepare, and deliver engaging lessons that follow the EYFS curriculum. * Create and maintain a stimulating, inclusive, and child-centred learning environment. * Use play-based and structured learning activities to support all areas of development. |
| **2.** | **Curriculum Planning:**   * Develop long-term, medium-term, and daily lesson plans. Incorporate the seven key areas of learning |
| **3.** | **Assessment and Progress Tracking:**   * Observe, assess, and document children’s progress against the EYFS goals. * Identify learning gaps and plan next steps accordingly. * Use assessment data to inform future teaching. |
| **4.** | **Safeguarding and Welfare:**   * Ensure the safety and well-being of all children in line with safeguarding policies. * Implement appropriate health and safety standards in the learning environment. |
| **5.** | **Inclusion and Special Educational Needs (SEND):**   * Provide tailored support for children with special needs, ensuring an inclusive learning experience. * Work closely with parents, specialists, and support staff to implement individualised education plans (IEPs). |
| **6.** | **Behaviour Management:**   * Promote positive behaviour through clear expectations, consistent routines, and positive reinforcement. * Support children in managing emotions and developing social skills. |
| **7.** | **Parental Engagement:**   * Communicate regularly with parents/carers about children’s progress and development. * Provide workshops, meetings, and learning updates to engage families in the learning process and how to support their child at home. |
| **8.** | **Collaboration and Teamwork:**   * Work closely with teaching assistants and support staff. * Deploy teaching assistants and support staff effectively. * Participate in staff meetings, training, and professional development opportunities. |
| **9.** | **Professional Development:**   * Stay updated with changes in EYFS policies, frameworks, and best practices. * Attend training sessions and maintain continuous professional development (CPD). |

**Safeguarding:**

Concordia Multi Academy Trust is dedicated to safeguarding and promoting the welfare and safety of pupils. Successful applicants will be subject to rigorous vetting procedures, including:

* 1. An enhanced DBS check
  2. Satisfactory references
  3. Online/Social Media Check

***Please note that this job description is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks, and the post holder may be required to do other duties appropriate to the level of the role, as directed by the Head teacher.***

**Person Specification**

| **Qualifications and Training** | * Qualified Teacher Status with EYFS Specialism * Evidence of continuing and recent professional development relevant to the post. * Enthusiasm and commitment for an evidence-based approach to professional development. |
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| **Experience** | * Experience of fostering a stimulating learning environment with high expectations for children’s progress, attainment, and behaviour. * Demonstrated success in delivering high-quality teaching across the EYFS, supporting children at varying developmental stages. * A passionate and organised educator focused on promoting children’s learning and development through engaging and purposeful activities. * Skilled in implementing effective teaching strategies tailored to a broad spectrum of abilities. * Experienced in assessing children’s learning and development, using assessment data to inform targeted next-step planning. * Experience of leading and supporting teaching assistants and fostering a collaborative team environment within an EYFS classroom. * Proven track record of delivering impactful and highly effective teaching practices in the EYFS setting. |
| **Skills and Knowledge** | **Strong Expertise in Child Development and the EYFS Curriculum**   * **Comprehensive EYFS Knowledge**: In-depth understanding of child development, the Early Years Foundation Stage (EYFS) curriculum, and Early Learning Goals (ELG). * **Observation, Assessment, and Planning**: Skilled in observing, assessing, and planning engaging, creative, and developmentally appropriate learning experiences that cater to the needs and interests of individual children, challenging all abilities in line with EYFS guidance. * **Continuous Provision and Learning Enhancements:** Proficient in setting up continuous provision, meaningful enhancements, that inspire curiosity and foster independent learning. * **Creating an Inspiring Learning Environment**: Ability to provide a calm, stimulating, and inclusive classroom environment that nurtures children's growth and development. * **Cultural Capital Awareness:** Knowledge and understanding of how cultural capital influences educational outcomes, with a focus on improving opportunities for disadvantaged children. * **Collaborative Teamwork:** Experienced in working collaboratively with colleagues to raise standards and improve pupil outcomes through shared planning and reflective practice. * **Inclusive Education Practices:** Strong knowledge of promoting inclusion across all aspects of the learning environment, ensuring every child’s needs are met. |
| **Personal Qualities** | * A passion for Early Years Education * Dedicated to raising standards for all children through high-quality teaching and supportive learning environments. * A compassionate approach toward children who may struggle with emotional regulation, providing patience, care, and appropriate support. * Willingness to adapt to changing circumstances, embrace new ideas, and implement innovative teaching methods. * Developed social and emotional intelligence with the ability to manage challenges calmly and effectively while maintaining a positive learning atmosphere. * Skilled at fostering an environment built on mutual respect, openness, and inclusivity, ensuring every child feels valued. * Capable of working independently with confidence while also contributing actively and supportively as part of a collaborative team |