



Job Description – Foundation Teacher

Post: Foundation Teacher
Salary Grade: Main Scale M1-M3 – NQTs are welcome to apply
Reporting to: Head Teacher
Age Range: 4-5

Areas of Responsibility – TBC dependent upon skills and experience

Purpose

To carry out the duties of the Teacher in accordance with the Teachers Pay and Conditions Document.

This means:

- To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for children, incorporating the EYFS Framework requirements and in line with the curriculum policies of the school.
- To facilitate, support and monitor the overall progress and development of a designated class of children.
- To foster a learning environment and educational experience which provides children with the opportunity to fulfil their individual potential.
- To share, with other members of staff, the development of the school curriculum, courses, teaching materials, teaching programmes, methods of teaching and assessment and their review.
- To support and contribute to the school's responsibility for safeguarding children.

Responsibilities

- To teach children in your assigned class according to their educational needs, including the setting and marking of work to be carried out by the children in school and elsewhere.
- To assess, record and report on the attendance, progress, development and attainment of assigned children and keep records as required by the school's systems.
- To ensure a high-quality learning experience for children, which meets internal and external quality standards.
- To use a variety of a delivery methods appropriate to childrens' learning styles and the varying demands of the curriculum
- To provide a positive, conducive and safe learning environment, encouraging high standards in punctuality, presentation of work and relationships.
- To set high expectations for childrens' behaviour and maintain a good standard of discipline through well focused teaching, fostering positive relationships and implementing the school's behaviour policy.
- To support and adhere to the school's quality assurance procedures.
- To effectively deploy and plan for a Teaching Assistant in your class.
- To communicate effectively with parents of pupils and with persons or bodies outside the school who are concerned with the welfare of children, after consultation with appropriate staff.
- To contribute to the personal, social, health, citizenship and enterprise education of children according to school policy.
- To work as a member of a designated team and contribute positively to effective working relationships within the school.
- To actively engage in performance management.
- To contribute to the formulation and implementation of the School Improvement Plan and associated action plans, as appropriate.
- To be responsible for the co-ordination, or support of depending on experience, an area(s) of the school curriculum, including ensuring a relevant and appropriate curriculum policy is produced and reviewed, according to the school's schedule, and is complimented by associated schemes of work.

Other Duties

- To promote the Safeguarding and welfare of all children in school at all times.
- To comply with health and safety policy and undertake risk assessments as appropriate.
- To play a full part in the life of the school community, and support its unique ethos.
- To follow and actively promote the school's policies.
- To actively pursue own personal and professional development.
- To adhere to the Equal Opportunities Policy.