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| **Early Years Foundation Stage Leader responsible for Teaching, Learning, Assessment and Outcomes for Children.****Salary: MPS plus TLR 2** **Job Description****Responsible to the Headteacher** **Responsible for the teaching and support staff in Early Years**  |
| **Purpose of the role:** **In addition to the Professional Standards for Teachers, (2013):*** To ensure that all children, including those with those who have special educational needs, disadvantaged children and the most able, are making substantial and sustained progress.
* To demonstrate outstanding teaching and act as a role model to other staff in the Early Years.
* To ensure that highly focused professional development improves the quality of teaching.
* To ensure that the learning environment and organisation of the curriculum provides rich, varied and imaginative experiences for children.
* To ensure assessment is accurate and based on high quality observations and ensuring moderation internally and externally is embedded into the life and work of the EYFS.
* To ensure provision across all areas of learning is planned meticulously and based on accurate assessment of children’s achievements.
* To model and promote positive behaviour management that enables children to keep themselves safe and manage risks.
* To line manage all staff in the EYFS including setting and reviewing performance management and conducting termly supervision.
* To plan the transition from Reception to Year 1, ensuring that children are ready to excel socially and academically in the next stage of their education.
* To work alongside the Nursery Team to carry out accurate Self Evaluation leading to a focussed Action Plan for improvement of the EYFS as a whole.
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| **Accountabilities:**  |
| * To create an action plan for Early Years which contributes positively to the achievement of the School Development Plan and which actively involves all staff in its design and execution.
* To be responsible for organising and managing teaching and learning in the Early Years, developing stimulating and challenging indoor and outdoor learning environments which secure effective learning and provide high standards of achievement.
* To be responsible for overseeing assessment ensuring that moderation is embedded into the life and work of Early Years.
* To be involved in the monitoring of the quality of teaching and learning together with children’s achievements across the Early Years, including the analysis of Attainment on Entry and Foundation Stage Profile data identifying any areas for further development.
* To be responsible for the welfare and pastoral needs of children throughout the Early Years, promoting care, independence and good behaviour at all times and developing policies and/or guidance documents as and when necessary.
* To liaise with external agencies when appropriate to further support the needs of individual children and to ensure smooth transition into the setting.
* To develop and implement strategies for ensuring that parents are fully involved in their child’s learning and development and well-informed about the Early Years curriculum and their child’s progress and achievement.
* To develop links with parents and carers of children in Early Years involving them in school life as much as is possible.
* To follow the school’s assessment timetable to report on standards and provision in Early Years to the Leadership Team and use this information to contribute to school self-evaluation.

In addition, to ensure:  |

* Safeguarding is effective.
* There are no breaches of statutory welfare requirements.[[1]](#footnote-1)
* Children’s health, safety and well-being are greatly enhanced by the vigilant and consistent implementation of robust policies and procedures.

Leaders use highly successful strategies to engage parents and carers, including those from different groups, in their children’s learning in school and at home.

1. [↑](#footnote-ref-1)