

Early Years Foundation Stage Teacher

St Hilda's is a girl's preparatory school in Bushey with a nursery for boys and girls aged 2-4. We are dedicated to providing the most caring, nurturing environment, along with inspirational teaching and immensely high levels of individual attention. Teachers at St Hilda's must be enthusiastic professionals, prepared to fully commit to the ethos of the school, as laid out in our mission statement.

We require an inspirational and enthusiastic EYFS Teacher from the Autumn Term 2018 to teach within the Bluebird Nursery (pupils aged from 3 years). Whilst the Bluebird Nursery is a 50 week a year setting, the EYFS teachers are only required during St Hilda's term time.

Reporting responsibilities:

The Early Years Foundation Stage teacher is responsible to the Head of Pre Prep and the Nursery Manager for the daily routine.

Role specification

EYFS	<ul style="list-style-type: none"> • Ensure effective teaching and planning for whole classes, groups and individuals so that teaching objectives are met, momentum and challenge are maintained. • Be able to set clear targets, based on prior attainment, for pupils' learning. • Provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils. • To implement, monitor and review the individual needs of pupils within the setting, tracking against developmental milestones in-line with the EYFS. • Identify and support pupils who have special educational needs, liaising with key personnel both internal and external. • Mark and monitor pupils' classwork providing constructive oral and written feedback, setting next steps by referring to the EYFS. • Keep appropriate and efficient records, integrating formative and summative assessment into weekly, half termly and termly planning. • Ensure that learning journals are kept up to date and that all children are working towards the Early Learning Goals/EYFS Development Matters. • Keep up to date of the requirements of ISI.
------	--

Curriculum and general teaching	<ul style="list-style-type: none"> • Lead, organise and direct support staff within the classroom • Report to parents on the development, progress and attainment of pupils with reference to the Early Learning Goals • Participate in meetings which relate to the day-to-day running of the school • Contribute to and adhere to school policies and guidelines • To follow the school's code of conduct and behaviour as laid down in the Staff Handbook and the terms of the signed employment contract. • To promote the ethos of the school to pupils, parents and other acquaintances • To promote all aspects of good behaviour within the school in line with the school ethos. • Ability to use ICT in day-to-day teaching and enable ICT learning in the classroom.
Professional development	<ul style="list-style-type: none"> • Understand the need to take responsibility of your own professional development and to keep up to date with research and developments in pedagogy and in the subjects taught. • Participate in the appraisal system for your own performance. • Attend INSET days and other training opportunities as required. • Set a good example to the pupils through presentation and personal conduct. • Evaluate teaching critically and use this to improve effectiveness.
Communication	<ul style="list-style-type: none"> • Attend parent/teacher meetings. • Write end of term reports following school procedures and guidelines. • Attend general staff meetings/briefings. • Establish effective working relationships with all staff extending to the Aldenham Foundation. • Effective communication with parents. • Contribute to the weekly newsletter.
Other Responsibilities	<p>All staff should be willing to assist other staff in preparation and supervision of activities, to include some playtime and lunchtime supervision and at least one school club per week. Teachers are required to attend Staff Meetings and Briefings, Inset Days, Parents' Evenings/Meetings, Open Days and School Fetes. Teachers will also be prepared to attend other such meetings, functions and training as is from time to time deemed necessary. No description of responsibilities can be fully comprehensive and this job description is subject to review and modification as necessary. The teacher is also required to carry out other reasonable duties as are from, time to time, necessary.</p>

Person specification

Qualifications	<ul style="list-style-type: none">• Fully qualified Early Years Teacher or NQT.
Experience	<ul style="list-style-type: none">• Have a secure understanding of the new Early Years Foundation Stage Curriculum and its requirements.
Attitudes	<ul style="list-style-type: none">• Excellent organisational skills with the ability to work to targets and deadlines.• Excellent communication skills in order to liaise with parents, staff and other.• Good IT skills.• Be committed to achieving the highest possible standards for all children.• Encourage differentiation in teaching.• A good work ethic with the ability to work collaboratively and cohesively as part of a team.

Applications will only be accepted from candidates completing the Application Form in full. CV's will not be accepted in substitution for completed Application Forms but may be included along with the application form. Applications should be addressed to Debbie Clarke, Human Resources Manager, Aldenham School, Aldenham Road, Elstree Herts WD6 3AJ.

St Hilda's is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The post is subject to an enhanced Disclosure application to the Disclosure and Barring Services.