

Reception Class teacher – Maternity Cover 1 year



St John's Priory School is a small friendly co-educational day Prep school for pupils aged 3-11 years in a small town on the outskirts of the Cotswolds and close to J11 on the M40.

We offer a vibrant all round education for children within a nurturing environment. In our recent inspection we have been awarded **excellent in all areas for teaching and learning**. We are seeking to appoint a Reception Class Teacher on a Maternity Cover for 1 year to join our excellent teaching team. Applicants must have a relevant teaching qualification and be able to provide a full career history.

The successful applicant will be required to demonstrate a comprehensive and up to date knowledge of best practice within the Early Years Foundation Stage as well as being able to inspire and lead Early Years Assistants to deliver an outstanding provision.

The interview will consist of a taught lesson (guidance provided) and a formal interview.

Visits to the school are welcome and initial interviews will be held on Wednesday 17th and Thursday 18th May 2017. Remuneration for this post will be within the teacher's main pay scale only.

Application deadline is Wednesday 10th May 2017

Application forms and job description are available from our website www.stjohnspriory.co.uk or via email - bursar@stjohnspriory.co.uk

Please note: CVs are not acceptable for this position

St John's Priory School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. It is our aim that all students fulfil their potential. This post involves the type of work with children and young people that requires applicants to undertake a Disclosure and Barring Service check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post. All cases are considered confidentially and according to the nature of the role and information disclosed.

JOB TITLE: Reception Class Teacher



REPORTING TO: Headmistress

JOB PURPOSE: To take responsibility for leading practice of 4-5 year olds. To develop and foster the appropriate skills and abilities to enable the optimum development of children, according to age, ability and aptitude. To link pupils' knowledge to earlier learning and develop ways to encourage it further, whilst challenging and inspiring pupils to help them deepen their knowledge and understanding

KEY RESPONSIBILITIES:

- ❖ To coordinate and lead activities for 4-5 year olds, both indoors and outdoors, supporting colleagues as required.
- ❖ To plan, prepare and present activities and learning opportunities that cater for the needs of the whole ability range following children's interests.
- ❖ To motivate pupils with enthusiastic and imaginative presentation of activities.
- ❖ To take responsibility for the progress of a key group of pupils, establishing good relationships with pupils and their parents.
- ❖ Organise learning resources and the classroom learning environment creatively, maintaining good organisation and reflecting St John's Priory School values and ethos.
- ❖ To promote good behaviour at all times with age/ability appropriate strategies.
- ❖ To work with others to plan and coordinate the work of the Early Years provision as a whole.
- ❖ To meet the School's requirements for the assessment and recording of pupils' progress.
- ❖ To provide feedback to parents on pupils' progress at parents evenings and other meetings.
- ❖ To stay up to date with changes and developments in the structure of the curriculum and EYFS.
- ❖ To liaise with colleagues and work flexibly.
- ❖ To take part in School events and activities which may take place at weekends or in the evening, as required.

This list of responsibilities is not exhaustive and the employee may be required to perform duties outside of this brief as is operationally required and at the discretion of the Headmistress.

JOB DESCRIPTION - Reception Class Teacher

February 2016

Essential Attributes		Desirable Attributes
Qualifications and Training	Teaching Qualification	<ul style="list-style-type: none"> ❖ Evidence of relevant and significant training and commitment to further professional development ❖ Paediatric First aid certificate
Experience		<ul style="list-style-type: none"> ❖ Previous experience of teaching within the EYFS ❖ Previous experience of leading staff on a day to day basis ❖ Previous experience of leading practice for 3-5 year olds
Professional Knowledge and Understanding		<ul style="list-style-type: none"> ❖ Thorough knowledge of EYFS statutory framework ❖ Knowledge of legislative and statutory requirements relating to safeguarding, Equal Opportunities, Health and Safety and SEN ❖ Knowledge and experience of working within Early Years and meeting their needs on a day to day basis, as well as completing progress checks and giving feedback to parents
Skills and Abilities		<ul style="list-style-type: none"> ❖ Skilled classroom practitioner showing commitment to both academic and general well-being of pupils ❖ Able to establish and develop positive relationships with parents and colleagues ❖ Effective communication (both orally and in writing) to a variety of audiences ❖ Able to create a happy, challenging and effective learning environment in keeping with the ethos of an Independent Preparatory School
	❖ Personal Qualities	<ul style="list-style-type: none"> ❖ Hard working with high expectations ❖ Positive approach to behaviour management ❖ Approachable and empathetic ❖ Enthusiastic and resourceful