

Reception Teacher Job Description



Job Description Classroom Teacher (Primary) Reception

St. Ebbe's CE (Aided) Primary School

Responsible to: Headteacher

Within St Ebbe's Early Years Foundation Stage (EYFS) we aim to provide an excellent and motivating education for all children which builds on the natural curiosity and multitude of questions each child brings. We celebrate success, encourage independence and value every child as an individual. Our priority is to create a fun, motivating and happy environment which enables all children reach their full potential based on the following principles:

- 1. Children are whole people who have feelings, ideas and relationships with others, and who need to be physically, mentally, morally and spiritually healthy.*
- 2. Subjects such as mathematics and art cannot be separated; young children learn in an integrated way and not in neat, tidy compartments.*
- 3. Children learn best when they are given appropriate responsibility, allowed to make errors, decisions and choices, and respected as autonomous learners.*
- 4. What children can do (rather than what they cannot do) is the starting point of a child's education.*
- 5. Imagination, creativity and all kinds of symbolic behaviour (reading, writing, drawing, dancing, music, mathematical numbers, algebra, role play and talking) develop and emerge when conditions are favourable.*
- 6. Relationships with other people (both adults and children) are of central importance in a child's life.*

General Duties

You will be expected to carry out the professional duties of a teacher as outlined in the School Teachers' Pay and Conditions Document currently in operation, or any subsequent legislation. Specifically for the year 2020-21

Teaching

- Provide a play-based, stimulating classroom environment

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Prioritise interactions with children to enhance their play

- Plan trips and visits to enhance learning
- Give effective feedback according to the school Feedback Policy
- Support children to produce the highest quality outcomes they are capable of
- Treat each child as an individual and encourage them to embrace who they are
- Provide a play-based, stimulating, relaxed classroom environment
- Use the school's assessment systems to record summative assessments
- Communicate with our Inclusion Lead and other authorised agencies and participate in meetings if required
- Follow the school behaviour policy
- Liaise with parents and carers with care and consideration
- Communicate with all members of the school community highly effectively
- Treat staff, children and families with unconditional positive regard
- Be responsible for safeguarding and the health and safety of the class both when they are on school premises and when they are engaged in authorised school activities elsewhere.
- Be a great team member and deliver on the school 'certainties'
- Assist in the promotion of the corporate life of the school and the personal, social and emotional well-being of pupils within the community.
- Contribute to out of school activities e.g. learning reviews, open evenings, school trips, FOCS events etc. as may reasonably be expected by the Headteacher.
- Take part in appropriate staff development in line with the School Improvement Plan
- Contribute to discussions on pedagogy and policy
- To take responsibility for a subject in school (after NQT year)

You may be asked to fulfil other duties and responsibilities, which are reasonably expected by the Headteacher.

General Responsibilities

Taking appropriate responsibility for one's own health, safety and welfare and the health and safety of pupils, visitors and work colleagues in accordance with the requirements of legislation and locally-adopted policies; including taking responsibility for raising concerns with an appropriate manager.

This job description should be read in conjunction with the current School Teachers' Pay and Conditions Document and the provisions of that document will apply to the post holder.

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The performance of all the duties and responsibilities shown below will be under the reasonable direction of the Headteacher; and the Headteacher, or other Senior Manager if appropriate, will be mindful of his/her duty to ensure that the employee has a reasonable workload and sufficient support to carry out the duties of the post.

This job description will be reviewed at least annually and any changes will be subject to consultation.

The school's Grievance Procedure will be used to resolve any dispute arising out of the job description. Other relevant policies may be the County Council's Stress at Work Policy and the Dignity at Work Policy.