



The Banda School

PEGASUS EARLY YEARS (PEY)

JOB DESCRIPTION EARLY YEARS TEACHER

This post is for September 2026.

The post holder will report to the Head of Early Years and will be accountable to the Headmaster.

Main Duties:

- To take responsibility for planning and implementing appropriate work programmes for all children in the designated class, within the framework of national and school policies.
- To maintain assessment records and report on pupils' progress to staff, and to parents and carers, in accordance with school policy.
- To manage your Class Assistant within the classroom.

Expectations:

- To plan work for the class in accordance with national and curriculum policies and in cooperation with the Head of Early Years to ensure that the children experience a broad, balanced, relevant and stimulating curriculum relevant to their age.
- To ensure that the learning experience matches the individual needs of the children in your class – giving each child an opportunity to achieve to the best of his/her capability.
- To make appropriate educational provision for children with learning difficulties and for those children with EAL, with support from The Banda's Learning Development Centre.
- Where possible, to make sure that the majority of children's work is closely linked to first-hand practical experience in line with the EYFS/DfE guidance.
- To provide children with opportunities to manage their own learning and become independent thinkers.
- To create a secure, happy and stimulating environment, maintaining the highest standards of organisation and discipline.
- To maintain a high standard of display, both in the classroom and in other areas of the school.

- To arrange for resources, equipment and materials to be available in such a way that they are properly cared for, easily accessible and will encourage the children to become more responsible for their own learning.
- To work closely with colleagues and to provide short and medium term plans and to fully implement the agreed schemes of work.
- To assess children's progress, maintain records and provide detailed written reports to parents.
- To communicate regularly and effectively to parents about children's progress and attainment.
- To ensure that the school's aims and objectives in relation to the curriculum, equal opportunities and discipline are promoted in every day classroom organisation and practice.
- To be committed to the school's Continuing Professional Development programme.
- To undertake required duties and attend regular staff meetings and INSETs, before, during and after school hours when required.
- To ensure confidentiality concerning pupils, parents, colleagues and school business.
- To maintain professional levels of conduct and adhere to the school's dress code.



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PERSON SPECIFICATION EARLY YEARS TEACHER

The Early Years Teacher needs to:

- Be a fully qualified teacher with a TRN or TSC registration number **and** Foundation Stage (EYFS) training and experience.
- Have a relevant diploma or degree from a recognised institution.
- Have experience of working in British curriculum schools.
- Be able to build positive relationships with parents and families.
- Be able to build effective relationships with colleagues.
- Be able to create a stimulating and engaging learning environment.
- Be able to use initiative, show flexibility and be adaptable.
- Be pro-active as a part of The Banda Pegasus Early Years team.
- Be punctual and use preparation time appropriately.
- Be a good communicator with adults and children.
- Be an energetic, dedicated and committed member of a team.
- Show good organisational skills.
- Show a competent level of written English.
- Be able to use ICT in teaching. Familiarity with using Interactive Screens and iPads is important.
- Present a clean Certificate of Good Conduct or International Child Protection Certificate (ICPC).
- Safeguard and promote the welfare of the pupils.
- Keep up to date with educational developments from UK.

The postholder will have the responsibility for promoting and safeguarding the welfare of the children and young persons for whom he / she is responsible, or with whom he / she comes into contact, and will be expected to adhere to and ensure compliance with the School's Child Protection Policy at all times.