

ST MARGARET'S

SCHOOL

Head of Early Years Foundation Stage (EYFS)

Required September 2024 or January 2025

Are you a passionate and experienced educator ready to lead our Early Years Foundation Stage (EYFS)? We are seeking a dedicated individual to join us as the Head of EYFS, overseeing our vibrant Nursery (Lower Nursery, Upper and Pre-Reception) and Reception classes, catering to children aged 2-5.

St Margaret's is an excellent school, nurturing students from age 2 to 18 within a supportive and inspiring academic environment. We are committed to providing outstanding education at every stage.

You will have qualified teacher status with relevant EYFS experience and leadership capabilities, along with a proven track record of delivering high-quality early years education.

Staff are provided with free lunch, free parking, private health care and access to our health centre with a new gym and swimming. For further information and to apply for this vacancy, please visit our website:

<https://www.stmargarets-school.org.uk/work-with-us>

Application closing date: Monday 13 May by 5:00pm

Interviews to be held: Monday 20 May

Suitable candidates may be interviewed before the closing date and St Margaret's School reserves the right to withdraw the position if an early appointment is made. St Margaret's school is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service. St Margaret's School is an equal opportunities employer.

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Head of EYFS – Job Description

Line Manager of: Nursery Manager, Nursery staff & Reception staff.

Reporting to: Head of the Junior School

The Role:

We are seeking an enthusiastic and experienced educator to join us as the Head of Early Years Foundation Stage (EYFS). This role involves overseeing our Nursery and Reception classes, ensuring the delivery of exceptional early years education.

As the Head of EYFS, you will play a pivotal role in shaping the educational journey of our youngest learners. This position involves:

- Supporting the Nursery Manager and Nursery staff, fostering a collaborative and nurturing team environment.
- Teaching in Reception, engaging directly with students and implementing innovative teaching & learning strategies.
- Overseeing the EYFS curriculum, focusing on high standards for every child and working with Head of Y1 to ensure seamless transition to Key Stage One.
- Collaborating closely with the Head of Junior School to integrate EYFS initiatives into the broader Junior school and whole school initiatives.

Key Responsibilities:

- Leading the strategic development of EYFS, promoting best practices in early childhood education.
- Monitoring student progress and implementing effective assessment strategies.
- Providing mentorship and support to EYFS staff, fostering professional growth and development.
- Establishing strong partnerships with parents, feeder nurseries and stakeholders, ensuring open communication and involvement in the educational process.

Qualifications and Skills:

- Qualified teacher status with relevant EYFS experience and leadership capabilities.
- Proven track record of delivering high-quality early years education.
- Excellent interpersonal skills with the ability to collaborate effectively within a multidisciplinary team.
- Strong organisational and managerial abilities, capable of overseeing day-to-day operations.
- Experience from either the maintained sector or independent is welcomed.

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SCHOOL

Decision-Making Responsibilities

This is a management position. The post holder is required to work independently and in accordance with School policy, professional standards and budgetary limits.

The School reserves the right to review and change this job description as the needs of the School change.

Why Join Us?

Joining our school means becoming part of a dynamic educational community dedicated to academic excellence and student well-being. You will have the opportunity to make a significant impact on the lives of our students and contribute to the continuous improvement of our educational programmes.

If you are ready to take on this exciting leadership opportunity and make a difference in early years education, we invite you to apply for the position of Head of EYFS.

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Head of EYFS

Person Specification

The person appointed will ideally have the following qualifications, experience, knowledge and skills:

Qualifications:
Qualified Teacher Status
Appropriate continued personal and professional development
Experience:
Successful experience in a leadership role within EYFS
Ability to work in a way which promotes the safety and well-being of children
Excellent leadership and management skills with pupils, colleagues, parents and governors
Superb classroom practitioner with the ability to inspire and engage students
Significant experience of achieving academic improvement and raising standards in early years education
Effective and efficient administration
Experience and expertise in processing and applying data to review performance and set targets
Proven leadership abilities with a track record of delivering high-quality EYFS programs
A demanding and diverse workload with the flexibility to cope effectively in changing circumstances
Knowledge:
EYFS specialism
A good understanding of the EYFS and government requirements
A good understanding of the ISI Inspection Framework
Skills:
Excellent interpersonal skills and the ability to work effectively within a team
Strong organisational skills, capable of managing day-to-day operations