



GATEWAY SCHOOL

— GREAT MISSENDEN —

JOB DESCRIPTION - Reception Teacher

We are seeking to appoint an outstanding Early Years Teacher to join our Reception Class. The successful candidate must be child-centred, enthusiastic and committed, with exacting standards and a passion for teaching.

Key Responsibilities:

- To teach all subjects as required to a class of pupils undertaking all the duties normally expected of a teacher
- To maintain a good up-to-date knowledge of the Early Years Foundation Stage
- To follow all school policies
- To be committed to academic excellence and develop and implement programmes of study to ensure that each pupil develops at an appropriate pace through differentiated planning and teaching
- To set high expectations which inspire, motivate and challenge pupils
- To provide a stimulating learning environment through display, that is routinely maintained
- To keep full and informative records efficiently, making accurate and productive use of assessment
- To be committed to the personal development of the pupils in the class and be responsible for their welfare and social well-being
- To support colleagues as necessary and cooperatively to work as part of a team, attending all meetings and INSET
- To be committed to personal professional development
- To undertake duties before, during and after school as required
- To participate in co-curricular school activities including clubs and residential field trips, as and when necessary.
- To attend school functions
- To develop effective professional relationships with pupils, colleagues and parent
- To uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- To keep the Head fully informed of any significant developments concerning any pupil in the form
- Any other duties reasonably required

