



PRIMARY
ADVANTAGE

SCHOOLS ACHIEVING
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St John the Baptist Primary School

Application Pack: EYFS Lead





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St John the Baptist is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. We welcome applications from all sections of the community regardless of gender, race, religion, disability, sexual orientation or age.



Welcome

Dear Applicant,

Thank you for your interest in applying for the position of EYFS Lead at St John the Baptist Primary School. We hope this pack supports you in finding out more about our school. The pack includes background information about the school and our federation, Primary Advantage. It also includes information about the application process and the job description.

St John the Baptist is a wonderful two-form entry primary school in the London borough of Hackney. We are located in Hoxton, a short walk from Old Street in the heart of a diverse, vibrant and exciting community. Our children come from truly diverse backgrounds and speak many different languages. We are a Church of England school and pride ourselves on our strong Christian ethos and great links with St John's Church in Hoxton. We are one of eight schools within the Primary Advantage Federation. Being part of this Federation allows us to offer the unique opportunity to be part of a community of committed teachers and leaders who regularly share best practice and support each other. The federation has allowed us to grow as a school but still maintain our distinct and unique identity. Our Local Authority Board (LAB) ensures that St John the Baptist makes decisions that are best for the school and its community.

This is an exciting opportunity for an inspirational, highly motivated, ambitious and dynamic leader, who in partnership with the Headteacher, Executive Principal and the Federated Governing Body will continue to build on the school's success. Having been judged to be outstanding, we are very excited about the future and ready to embrace new challenges as we embark on the next stage of our journey. Our early years is vibrant and in working with our families we have created an inspirational setting that has been highly effective in creating eager learners.

We are looking for a confident and experienced teacher who can continue to inspire our children and engage positively with members of our school community. With excellent communication skills and a strong motivation to ensure the school maintains its outstanding status.

The closing date for this application is: Friday 21st May 2021 at 12pm

Interviews for shortlisted candidates will take place on Tuesday 25th and Wednesday 26th May 2021

If you have any questions about the application process, please contact Yvonne Whelan on [02077394902](tel:02077394902).

Please send completed application forms to ywhelan@st-john.hackney.sch.uk

If you are an ambitious and confident EYFS leader, we would like to meet you.

Kind regards,

Toni Mason

Head Teacher

Application Process

Role: EYFS Lead

Salary: MPS/UPS + TLR 2

The closing date for this application is: Friday 21st May 2021 at 12pm

Interviews for shortlisted candidates will take place on Tuesday 25th & Wednesday 26th May 2021

Starting Date: September 2021

School Visits

The School is available to visit with social distancing measures in place.

1. Please read the application pack carefully. This pack contains the EYFS Lead job description and criteria we are looking for, alongside the expected duties.
2. Complete the enclosed application form; CVs will **not** be accepted. Applicants are required to complete a supporting statement. Without these documents, we may be unable to process your application.
3. Please make sure you address the criteria outlined in this pack when writing your personal supporting statement.
4. We highly recommend that you visit our school before applying. Please contact the school office on **02077394902** to organise a visit
5. Should you have any queries about the application process please contact Yvonne Whelan
6. Completed applications should be sent by email to ywhelan@st-john.hackney.sch.uk

SHORTLISTING

Once we have received your application you will be notified via email. Successful candidates who have been shortlisted for interview will be contacted shortly after the closing date.

Candidates must ensure that if they are successful at interview, that they are able to provide evidence of their Right to Work and Remain in the UK. The school is not able to employ any person who cannot validate their Right to Work and Remain in the UK in line with the Asylum, Immigration and Nationality Act 2000.

SUCCESSFUL CANDIDATES

Successful candidates will be required to apply for an enhanced Criminal Record Check via the DBS. We are committed to safeguarding and promoting the welfare of our children and expect all members of staff to share this commitment.

All qualifications and references will be verified.



About Us

St John the Baptist is a two-form entry primary school with a Nursery. The community is culturally and ethnically diverse and we pride ourselves on being an inclusive school.

Our age range is from 3 to 11 years old and we currently have 335 children on roll. There are two classes in each year group with a maximum of 30 pupils in each class. Our children come from a wide range of backgrounds and approximately 50% of pupils speak English as an additional language. St John the Baptist is part of a culturally rich and diverse community where children are encouraged to embrace and celebrate their backgrounds.

- 45% of children are entitled to Free School Meals (however St Johns has pioneered free school meals for all children in Hackney, the only primary school to currently do so).
- 50% of children are eligible for the Pupil Premium grant.
- 91% of pupils are from minority ethnic groups. The main ethnic groups are African, Caribbean, Turkish, Kurdish and Eastern European.
- 18.6% of pupils are on the SEND register, and 2.4% of those pupils have an Education Care Plan

We Achieve We Believe

We **believe** in providing a safe and happy learning environment where children and adults are valued, nurtured and empowered to **achieve**.

We **believe** a good education is the foundation on which our children's futures are built and equips them for their life ahead. We aim to develop the whole child through a diverse and culturally rich curriculum.

We are committed to providing an excellent education through helping children to **achieve**, by developing enquiring minds, instilling the motivation to learn and the ability to work both independently and collaboratively.

For more information about St John the Baptist please visit our website

Determination



Work hard and try our best so we can be proud of ourselves and our work

Celebration



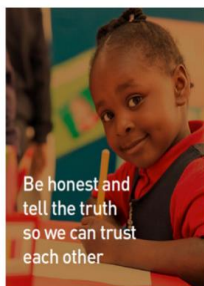
Welcome, celebrate and care for each other to make our school a safe and happy place

Respect



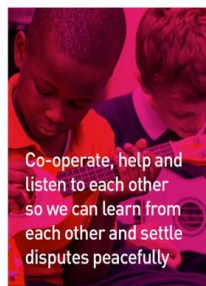
Look after the school and our belongings so we have a pleasant place to work

Honesty



Be honest and tell the truth so we can trust each other

Co-operation



Co-operate, help and listen to each other so we can learn from each other and settle disputes peacefully



Working with Partners

WITH ST JOHN'S CHURCH, HOXTON

As a Church of England school, we have Christian teaching and values built into our curriculum. Our aim is to help children to achieve a knowledge and understanding of religious insights, beliefs and practices, so that they are able to continue in, or come to, their own beliefs and respect the beliefs of others. Many of our children attend church for Sunday worship with their families and the school also enjoys an active partnership with the parish church St John's, Hoxton. We hold regular worship assemblies and visit the church every month for a worship service. The school celebrates important Christian festivals such as Christmas and Easter in Church together.

WITH SECONDARY SCHOOLS

The move to secondary school is an important step for pupils and parents. We work in partnership with our local secondary schools and Hackney Learning Trust to ensure our children and their families are well-informed about the transfer process. The children participate in visits to local schools and we invite secondary teachers to visit our school for specialist lessons.

WITH INTERNATIONAL LINKS

As part of our curriculum, we aim to develop children's awareness of global issues. Children make links with schools and communities in different parts of the world.

WITH PARENTS AND FAMILIES

We know that the most successful education takes place when parents/carers, staff and governors all work together. Parents and carers are involved with the whole school community in a variety of ways:

- Parent Teacher Association
- Helping with visits & in class
- Supporting with fund raising events
- Attending curriculum evenings

LONDON DIOCESE BOARD FOR SCHOOLS (LDBS)

The function of the LDBS and aspects of its governance is set down in the Diocesan Measure that has been approved by both Parliament and the Church. Key purposes of the LDBS are "to promote church schools" and "to promote education which is consistent with the faith and practice of the Church of England." St John the Baptist works with The Diocese of London, who play a key role in our school development and governance.

HACKNEY EDUCATION (HE)

HE is a department in Hackney Council's Children and Young People's service. Hackney Education is responsible for Hackney's children centres, schools, early years' programs and adult education.



Key Priorities

To develop our key priorities, we have considered feedback from our OFSTED inspection in October 2017 where we were judged to be **Outstanding** in every category. We have also considered feedback from our school improvement partner, information gathered through all aspects of monitoring and a wider consultation with stakeholders including parents and children. It includes the following priorities:

QUALITY OF EDUCATION

- Rise Up (our curriculum) – refine & embed skill and knowledge progression
- Further enrich reading and writing experience for all children (including at home)
- Embed maths mastery approach
- Secure progress from starting points
- Enhance early interventions and support for SEND children and lowest 20%
- Develop oral communication so that all pupils can demonstrate understanding, express feelings and ask questions and converse (including EYFS)

BEHAVIOUR AND ATTITUDES

- Continue to refine and develop systems to support behaviours for learning, supporting at all levels
- Support attendance and punctuality post lockdown

PERSONAL DEVELOPMENT

- Review and refine PSHE curriculum to reflect focus on wellbeing & to introduce and support the delivery of the new SRE policy

LEADERSHIP & MANAGEMENT

- Further scrutinise spending in order to increase savings and efficiencies and investigate ways to increase numbers on roll

QUALITY OF EDUCATION IN THE EARLY YEARS

- Develop EYFS outdoor learning
- Raise % of children at ARE for CL through an oracy focus and enabling environments prioritising language

RELIGIOUS CHARACTER

- Continue to develop and refine the teaching of religious education in the school
- To develop children's spirituality throughout school life



About Primary Advantage

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PRIMARY ADVANTAGE FEDERATION

St John the Baptist is a part of the Primary Advantage Federation.

We are a group of eight schools in Hackney working together because we believe our schools can gain many benefits from working collaboratively and can achieve more by working together. We have made a commitment to a shared responsibility to the wider education community, the provision of good quality education and the improvement of life chances for pupils in the community beyond that of our own schools. Teachers, support staff, school leaders and Governors have added expertise in working alongside colleagues to improve provision and outcomes for pupils.

OUR COMMITMENTS

Every teacher is a great teacher; every school is a great school. We aim to move incrementally towards excellence in all aspects of our work.

All pupils will make good or better progress and will be properly equipped for the next stage of their schooling.

Learning environments are of high quality where pupils feel **safe and secure, known and valued and motivated to learn.**

Curriculum provision is bespoke, broaden horizons and inspires our pupils to become successful learners, confident individuals and responsible citizens.

Our learning community provides opportunities for growth for pupils, staff and families.

PRIMARY ADVANTAGE NATIONAL TEACHING SCHOOLS

Primary Advantage has achieved teaching school status. Teaching schools are outstanding schools that work with others to provide high-quality training and development to new and experienced school staff. They are part of the government's plan to give schools a central role in raising standards by developing a self-improving and sustainable school-led system.

Find out more about Primary Advantage Federation
by visiting www.primaryadvantage.co.uk

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EYFS Lead Job Specification and Description

Job Title: EYFS Lead (please also see JD for class teacher)

Reports to: Headteacher

Salary: MPS / UPS + TLR 2

The EYFS Lead will provide a model of excellent practice and support our development of teaching and learning within the Early Years Foundation Stage, implementing the new EYFS curriculum. This attractive class-based role will support our school in providing the best possible standards of teaching and learning and is a key part of the school's development programme.

As classroom teacher, the EYFS Lead is responsible for delivering learning in accordance with the programme designed by the Headteacher, based on senior management strategy and national guidelines. The EYFS lead is responsible for ensuring high quality provision and good outcomes in the Early Years.

Key Tasks and activities:

A. Impact on education progress beyond assigned students:

Working with other relevant teachers

- Identify appropriate student targets for achievement
- Monitor pupil standards and achievement
- Monitor planning, curriculum coverage and learning outcomes
- Lead evaluation strategies to contribute to overall school self-evaluation
- Plan and implement strategies for improvement in areas of identified need
- Ensure that relevant achievement targets are met
- Ensure a safe, happy Early Years Learning Environment
- Implement the new EYFS curriculum effectively to ensure rapid progress from starting points

B. Leading, developing and enhancing the teaching practice of others:

Working with other relevant teachers

- Maintain personal expertise and share this with others
- Act as a role model of good classroom practice for other teachers, modelling effective strategies with them
- Monitor and evaluate standards of teaching, identifying areas for improvement
- Plan and implement strategies to improve teaching in areas of identified need
- Induct, support and monitor new staff
- Act as a Performance Management team leader for identified teachers

C. Accountability for leading, managing and developing a subject or curriculum area or student development across the curriculum:

- Working with other relevant teachers
- Identify relevant school improvement issues
- Define and agree appropriate improvement targets
- Co-ordinate CPD needs and opportunities
- Evaluate the impact of all improvement activities on the quality of teaching and learning
- Provide the senior leadership team with relevant subject, curriculum area or student performance information.

D. Other Responsibilities:

In addition to undertake such duties of a similar nature as may be reasonably directed by the Executive Principal/Headteacher from time to time. This Job description is in addition to the job description of Class teacher.

Note: The duties and responsibilities of this post may vary from time to time according to the changing needs of the school. This job description may be reviewed at the discretion of the Executive Principal/Headteacher in the light of those changing requirements and in consultation with the class teacher and governing body.

Key Skills and Competencies

1. **Qualifications - Essential**

- Degree level qualification
- Postgraduate professional Qualification E.g. Postgraduate Certificate in Education
- 3 years+ EYFS class teaching and relevant leadership experience

2. **Communication**

- Applies effective verbal communication skills
- Presents information and ideas clearly, by using language appropriate to audience
- Positively influences the opinions of others through factual discussion
- Adapts personal style to suit individual situation and needs
- Creates an environment of trust by delivering on promises
- Utilises report-writing skills to accurately reflect a situation through positive language

3. **Other Skills Required for Role**

- Exercises flexibility in order to accommodate changes in work priorities
- Balances tasks and resources in the organisation of a wide range of activities
- Provides contingencies to deal with the unexpected
- Thinks clearly and logically in working through a problem making referrals as appropriate
- Anticipates workload and plans ahead
- Monitors progress against key performance indicators

4. **Accountability/Freedom to act**

- Makes routine decisions based upon guidelines and procedures laid down in the established framework
- Contributes towards the effective delivery of performance targets, objectives and standards set at department level
- Leads by example in standards of behaviour in the work environment

5. **Leadership/Management skills**

- Motivates and directs staff and students
- Delegates effectively appropriate roles
- Provides creative and innovative ideas to ensure new processes are implemented within the curriculum with minimal disruption

6. **Additional Requirements**

- A commitment to the ethos of a Church of England School.
- Positive attitude to, and enthusiasm for Teaching and Learning.
- Commitment to working in partnership with the LEA and other schools.
- Commitment to involvement in the wide range of extra-curricular activities in school.
- Commitment to further development of strong links with parents and the local community.
- Commitment to supporting and developing the role of the school's Support Staff.

General Comments

The EYFS Lead post combines a teaching role with management responsibilities. Strong time management skills are required in order to be successful in both elements of this role.

Our Children's Thoughts



"We work hard to make the right choices. When someone in our class finds it difficult, we work together to help them"

"The teachers help us lots with our learning. They care a lot about us"



"St John the Baptist are really, really good at singing. We wrote our own special school song and when we sing it, it sounds great!"



"We love reading at St John the Baptist – it transports us to other worlds"





St John the Baptist Church of England
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