

Job Description: Primary Teacher and EYFS Lead

Reporting to: Principal

Location: Ark White City Primary Academy

Contract: Permanent

Working Pattern: Full Time

Salary: Pay Scale: Ark Points: 3 - 6 £45,356-£53,606 + TLR2a £3,525

The Role

Ark White City Primary Academy is seeking an inspirational EYFS Lead to drive excellence in early years education. This is a pivotal leadership role combining outstanding classroom practice with strategic responsibility for EYFS provision across the academy.

Rooted in Ark's high-expectations, knowledge-rich approach and underpinned by strong early years pedagogy, the EYFS Lead will ensure that every child gets the very best start - academically, socially and emotionally. You will model exemplary practice, lead and develop staff, and work closely with families to secure exceptional outcomes for all children.

Key Responsibilities

- Deliver consistently high-quality teaching within EYFS, modelling best practice for colleagues.
- Design and implement a coherent, ambitious and inclusive EYFS curriculum aligned to Ark's framework and statutory guidance.
- Create a language-rich, stimulating learning environment that promotes curiosity, independence and purposeful play.
- Use formative and summative assessment effectively to inform planning, close gaps and accelerate progress.
- Ensure smooth transitions into EYFS and from Reception into Key Stage 1.
- Promote strong outcomes across all areas of learning, including communication and language, early literacy and mathematics.

EYFS Leadership

- Line manage EYFS staff, including teachers and support staff, providing clear expectations, regular feedback and professional guidance.
- Lead, inspire and develop the EYFS team through coaching, mentoring and high-quality professional development.
- Plan, deliver and facilitate targeted CPD within the phase, ensuring training is responsive to pupil needs and school priorities.
- Monitor standards across EYFS through lesson observation, learning walks, data analysis and work scrutiny.
- Maintain an overview of EYFS assessment data, identifying trends, strengths and gaps in learning.
- Use data intelligently to drive improvement, support staff practice and secure rapid progress for all pupils.
- Support and develop effective practice in behaviour, routines, continuous provision and adult-child interactions.
- Drive improvement priorities for EYFS in line with whole-school development plans.
- Ensure statutory requirements, safeguarding expectations and health and safety standards are consistently met.

Other

- Actively promote the safety and welfare of our children and young people
- Ensure compliance with Ark's data protection rules and procedures
- Liaise with colleagues and external contacts at all levels of seniority with confidence, tact and diplomacy
- Work with Ark Central and other academies in the Ark network, to establish good practice throughout the network, offering support where required

This job description is not an exhaustive list, and you will be expected to carry out any other reasonable tasks as directed by your line manager.

Person Specification: Primary Teacher and EYFS Lead

Qualification Criteria

- Qualified to teach and work in the UK
- Qualified to degree level or above

Knowledge, Skills and Experience (Primary Teacher)

- Demonstrable commitment to raising attainment of all students in a challenging classroom environment
- Excellent understanding of both subject and general teaching pedagogy
- Knowledge of the national primary education system, the primary curriculum, particularly the English and maths programme of study, and the changing face of assessment
- Effective and systematic behaviour management
- Be or demonstrate the potential to become an outstanding teacher

Knowledge, Skills and Experience (EYFS Lead)

- Proven experience of high-impact teaching and learning in EYFS.
- Strong understanding of child development, early language acquisition and play-based pedagogy.
- Secure knowledge of the EYFS framework and statutory assessment requirements.
- Experience of leading, coaching or mentoring staff (formally or informally).
- Ability to analyse assessment information to improve teaching and outcomes.
- Experience embedding strong routines, behaviour expectations and positive learning culture

Behaviours

- Relentless belief that all children can achieve at the highest levels
- Warm, calm and emotionally intelligent leadership style
- Ambitious, reflective and driven to improve practice and outcomes
- Excellent communicator with strong interpersonal skills
- Organised, proactive and able to lead change effectively
- Strong commitment to equality, diversity and inclusion

Desirable

- Experience of teaching in Reception

- Experience of delivering Read Write Inc. Phonics.
- Experience of designing or implementing effective keep-up and catch-up provision.

Other

- Right to work in the UK
- Commitment to equality of opportunity and the safeguarding and welfare of all students
- Willingness to undertake training
- This post is subject to an enhanced DBS check

Ark is committed to safeguarding and promoting the welfare of children and young people in its academies. In order to meet this responsibility, its academies follow a rigorous selection process to discourage and screen out unsuitable applicants.

Ark requires all employees to undertake an enhanced DBS check. You are required, before appointment, to disclose any unspent conviction, cautions, reprimands or warnings under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar you from employment - this will depend upon the nature of the offence(s) and when they occurred. To read more about Ark's safer recruitment process, please click this [link](#).