

SIGNHILLS INFANT ACADEMY

Job Description & Person Specification: Early Years Lead

Job Title	Early Years Lead
Salary / Grade	MPS3 – UPS 2 £38,399 - £50,955 plus TLR (£3,527)
Contract Type	Permanent, Full time (5 days per week)
Start Date	1 st January 2027
Responsible To	Headteacher (Hannah Gray)
Responsible For	EYFS Teaching Staff, Teaching Assistants, EYFS Curriculum & Provision
Key Relationships	Headteacher, Senior Leadership Team, EYFS Staff, St. Lawrence Academies Trust, Partner Schools, Parents/Carers
Application Key Dates	Closing Date: 05/10/2026 Interview Date: 12/10/2026

1. School Profile & Strategic Context

It is an extraordinarily exciting time to join Signhills Infant Academy. Are you an inspirational, passionate Early Years leader ready to shape the future of our youngest learners? Our vibrant infant school is seeking an exceptional Early Years Lead to guide our dedicated team, foster a love of lifelong learning, and build on our fantastic recent successes.

We have recently achieved full accreditation in the Curiosity Approach, transforming our environments into awe-inspiring, child-led spaces filled with authentic resources, natural materials, and endless possibilities for play. We are immensely proud that Ofsted recognised this pedagogy as a major strength in our provision during our recent inspection.

Following our recent inspection, Signhills Infant Academy was rated 'Strong' across all areas of the Ofsted framework. We are extremely proud of this milestone and are actively driving forward on our journey to 'Exceptional' in the Early Years. As Early Years Lead, you will join a team of dedicated, passionate, and highly trained early years staff who are embarking on a journey of sharing best practice in Early Years with partner schools far and wide.

Ofsted Inspection Findings ('Strong' across all areas):

"Pupils behaviour is exemplary, they are polite, respectful and show kindness to one another."

"Relationships between staff and pupils are extremely positive."

"Staff know pupils needs remarkably well."

"Leaders new approach to the teaching of the early years develops curiosity."

"Leaders are passionate about providing carefully considered support to pupils."

2. Job Purpose

As Early Years Lead, you will play a pivotal role in maintaining our high standards while steering the vision for our Foundation Stage. You will lead, sustain, and expand our Curiosity Approach pedagogy, ensuring rich, inquiry-based learning environments across the setting. You will champion innovative practice to take our Early Years provision from 'Strong' to 'Exceptional', act as a beacon of good practice across our trust and wider network, and empower our Early Years team through high-quality mentoring, coaching, and CPD.

3. Key Duties & Responsibilities

A. Strategic Leadership & School Improvement

- **Embedding the Curiosity Approach:** Lead, sustain, and expand our Curiosity Approach pedagogy to ensure rich, inquiry-based learning environments across the setting.
- **Driving Excellence:** Champion innovative practice across the department to take our Early Years provision from 'Strong' to 'Exceptional'.
- **Vision & Policy Development:** Develop and implement policies for the EYFS in line with our academy's commitment to high-quality teaching and learning. Regularly review the vision, aims, and purpose for EYFS.
- **School Development Planning:** Maintain a thorough understanding of EYFS delivery and its impact on pupil achievement; feed these insights into the School Development Plan (SDP) and produce targeted action plans for the EYFS.
- **Stakeholder Consultation:** Consult pupils, parents/carers, and staff about the EYFS and its effectiveness, evaluating feedback against the school's vision, values, and aims.
- **Trust & Subject Integration:** Work with subject leaders to ensure seamless curriculum progression from EYFS into Key Stage 1, and liaise with the St Lawrence Academies Trust on EYFS-related projects and strategic activities.

B. Leading the Curriculum, Teaching & Learning

- **Curriculum Design & Sequencing:** Oversee the planning of a curriculum that is diverse, inclusive, meets the needs of all pupils, aligns with the EYFS framework, and is well-sequenced to promote pupil progress towards Early Learning Goals (ELGs).
- **Consistent Implementation:** Ensure the curriculum is effectively and consistently implemented across all EYFS settings.
- **Assessment & Tracking:** Maintain an effective assessment system meeting EYFS framework requirements to track pupil progress and verify that the curriculum achieves positive learning outcomes.
- **Standards & Achievement:** Hold overarching responsibility for overall pupil achievement, attainment, and standards in the EYFS.

- **Pedagogical Alignment:** Ensure teaching methods reflect the accredited Curiosity Approach philosophy, utilising authentic resources, natural materials, and child-led learning.

C. Leading and Managing Staff

- **Team Leadership & Communication:** Hold regular team meetings regarding the EYFS to keep staff fully informed of pedagogical developments, framework updates, or school policy changes.
- **Staff Support & Guidance:** Provide comprehensive support to staff regarding teaching, learning, resource selection, and EYFS lesson planning.
- **Monitoring & Evaluation:** Monitor teaching and learning across the EYFS to evaluate implementation quality and consistency.
- **Feedback & CPD:** Provide constructive feedback based on observations to identify individual and team training needs, planning and delivering continuing professional development (CPD).
- **Coaching & Team Teaching:** Coach staff and model team teaching to build confidence, elevate practice, and empower staff to reflect continuously on their performance.

D. Outreach & System Leadership

- **Beacon of Best Practice:** Act as a beacon of outstanding practice by leading training, networking, and sharing Early Years expertise with partner schools across our network.
- **Knowledge Sharing:** Share outstanding EYFS practice, knowledge, and expertise throughout the school and the wider St Lawrence Academies Trust community as appropriate.

4. Person Specification

The following criteria will be used to assess candidates for the Early Years Lead post. Applicants should demonstrate in their application how they meet these essential and desirable requirements.

Category	Criteria / Requirements	E / D	Assessment
Qualifications & Training	Qualified Teacher Status (QTS)	E	A
	Degree level qualification in Primary Education or Early Years	E	A
	Evidence of ongoing, relevant professional development in Early Years leadership and pedagogy	E	A / I
	Specific training or accreditation in The Curiosity Approach pedagogy	D	A / I
Experience	Proven track record of outstanding teaching in the Early Years Foundation Stage (EYFS)	E	A / O / R
	Successful experience of Early Years leadership, subject coordination, or senior responsibility	E	A / I / R
	Demonstrated success in leading strategic school improvement initiatives in Early Years	E	A / I
	Experience of coaching, mentoring, and developing teaching staff and support staff	E	A / I
	Experience in leading external training, networking, or outreach with partner schools	D	A / I
Knowledge & Skills	Deep understanding of and strong alignment with the Curiosity Approach philosophy and child-led learning	E	A / I / O
	Comprehensive knowledge of the EYFS Statutory Framework, curriculum design, and assessment methodologies	E	A / I
	Ability to analyse tracking data to monitor pupil progress and implement targeted interventions	E	A / I
	Strong knowledge of inclusive teaching practices and supporting pupils with diverse needs / SEND	E	A / I
	High-level understanding of transition processes into EYFS and from EYFS into Key Stage 1	E	A / I
	Articulate, confident communicator capable of delivering engaging training and building collaborative relationships	E	A / I
	Ability to inspire, empower, and support staff to achieve excellence and embrace reflective practice	E	I / R
	Strong organisational and strategic planning skills, including feeding into	E	A / I

	School Development Plans		
	Ability to represent the school as a beacon of good practice within the St Lawrence Academies Trust and wider network	E	A / I
Personal Attributes	Passionate, enthusiastic, and visionary leader with a commitment to early childhood education	E	I / R
	High expectations of pupil behavior, achievement, and personal development	E	I / R
	Approachable, empathetic, and collaborative working style with pupils, parents, and colleagues	E	I / R
	Commitment to safeguarding, child protection, and equal opportunities	E	A / I

Key to Criteria: E = Essential | D = Desirable

Assessment Methods: A = Application Form | I = Interview | O = Lesson Observation / Task | R = Professional Reference

5. How to Apply & Application Procedure

Visits to Signhills Infant Academy are warmly encouraged to see the uniqueness of our Early Years approach and experience our accredited Curiosity Approach learning environments first-hand.

To arrange a visit or for further details regarding the post, please contact:

Hannah Gray (Headteacher)

Telephone: 01472 694993

Email: hannah.gray@signhillsinfants.co.uk

To apply click here -

<https://recruit.sampeople.co.uk/Jobboard/Vacancy/Details?campaignRef=SCH-SLAT-0103>

Closing Date for Applications:	05/10/2026
Interview Date:	12/10/2026

Safeguarding & Equal Opportunities Statement:

Signhills Infant Academy and the St Lawrence Academies Trust are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. This post is subject to an enhanced Disclosure and Barring Service (DBS) check, satisfactory references, and verification of qualifications and right to work in the UK.