

Job Title:	Kindergarten Teacher
Reports to:	Head Teacher
Level:	Minimum NVQ Level 3 or equivalent and prepared to carry on to Level 5, Steiner Early Years trained or prepared to undertake Steiner-Waldorf Early Years training
Salary:	from £31,468 per annum (FTE) (will be prorated to reflect 4 days)
Hours:	Term time + 4 weeks post (39 weeks) from 8.00 to 4pm Mondays to Thursdays
Start date:	1 st August 2026
Line management:	N/A

The role at times requires additional hours on occasions to fulfil the requirements of the post.

Our mission is to educate the whole child in a healthy and balanced manner, developing the physical, emotional and intellectual capacities of each child through an age-appropriate curriculum. The Steiner philosophy looks to support both teacher and child in their development with a holistic intention. The school as a whole is seen as a community and works in strong partnership with parents.

Job Purpose:

To be responsible for the organisation and running of a Kindergarten including holding the responsibilities of being key worker for the children.

Responsibilities

In the classroom/ for the child

- The Kindergarten teacher is responsible for the academic, social and pastoral welfare of their Kindergarten and responds to the needs of individuals as well as the group as a whole.
- prepare, implement and review the Kindergarten curriculum and attend to daily, weekly and long-term planning together with co-teacher
- share the attention and care to the physical environment of the Kindergarten and garden
- To nurture the healthy development of the children's physical, social and cognitive capacities, ensure good work and play habits are developed, and maintain good discipline in the class so that learning can take place.
- Recognise and set down appropriate boundaries of behaviour and discipline, ability to reflect and self-regulate in the Kindergarten so that high standards and good habits are maintained. You will need self-awareness and personal strategies to manage the intensity of the role.
- Give attention and care to the physical environment of own Kindergarten including ordering and purchasing supplies an agreed budget
- Ensure effective and ongoing observation and assessment of activities and child development, in line with the EYFS requirements (i.e. written reports) for the children you are key worker to
- carry out child studies
- Implements the School curriculum and attend to any meetings for reviews
- Works with the School's SENCo and contribute to IEP procedures and implement and review short term plans
- keep up-to-date with current Steiner-Waldorf pedagogy and statutory government requirements pertaining to the EYFS

Personal and professional Development

- Engage fully with the process and practice of Waldorf Education which considers the personal development of the teacher as in relationship to the development of the children.
- Accept regular visits from advisors and Early Childhood Manager observations and implement recommendations
- Be committed to the development of the School
- Take part in appropriate performance review procedures

- Support the development of themselves and others through attendance at conferences, study and INSET days, observing and mentoring in partnership with colleagues.

Preparation and Planning

- Responsible for adequate preparation and planning of all Main Lessons and subject work, and for adequate record-keeping of these preparations.
- Be aware of current KCSIE reporting guidance and statutory frameworks in particular reference to children 6 and under
- attend Early Year's meetings as well as pre or post term workdays, insets and other meetings essential to the work, and after first year of employment to attend college meeting once a week
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Recording Keeping and Reporting

- Ensure effective monitoring and evaluation of activities and child development and for adequate record-keeping of the progress of the children
- Evaluate children's developmental targets write yearly pupil reports for parents

Building a relationship with parents

- Available for parents to discuss individual children's progress and development at regular times during the school term.
- Conducts home visits once per year
- Responsible for a Class parents' evening/ afternoon at least once per term
- Write termly letters setting out the aims of the term

Teamwork/ School Community

- Works co-operatively at all times with colleagues, volunteers and any other members of our community.
- Attends the weekly EY meetings and, after the first year of teaching at the School, the College meeting and other meetings essential to the work
- Supports, prepares and actively participate in school assemblies, events and festivals.
- Share responsibility for supervision of all children during non-class hours within the school day including covering classes or other duties for absent colleagues and being part of the break duty Rota.

Compliance and Safeguarding

- Stays up to date and familiar with the School's policies and procedures and ensure adherence of Statutory obligations (e.g. Health & Safety, safeguarding and child protection)
- Liaises with other agencies e.g. Waldorf UK, Social Services, LEA, Ofsted, DoE and other Schools when required
- At all times, Kindergarten Teachers are obliged to respect professional confidentiality with regards to information about children, parents and other Teachers and staff at the School.
- Is committed to a culture of safeguarding at the school.
- Prepared to attend training courses in First Aid, SEN, Child protection etc. as deemed necessary to work with children

Qualifications:

Essential

- Qualifications: minimum NVQ Level 3 or equivalent and prepared to carry on to Level 5, Steiner Early Years trained or prepared to undertake Steiner-Waldorf Early Years training
- Teaching experience

Desirable

- Steiner-Waldorf Early Years Level 5
- 2 or more years' experience teaching in a Waldorf Teaching environment is desirable
- Experience and understanding of Steiner Waldorf Schools, how they work and what they strive to achieve.

Person Specification

- Have a commitment to a deepening understanding of Anthroposophy and the principle of Steiner Waldorf Education
- To attend training courses in First Aid, Food and Hygiene, SEN, Child protection etc. as deemed necessary Ability to apply the knowledge of child development, rhythm and repetition and example and imitation as a basis for the work in the Kindergarten and strive to become a role model worthy of imitation to the children in your care
- To be able to collaborate with teachers about the management of the Kindergarten
- To have a working knowledge of Health & Safety regulations
- To have a working knowledge of Steiner Waldorf teaching methods and curriculum content and how this relates to the developmental picture of the child
- Commitment to overall self-development and particularly teaching development. Ability to be open to comment and constructive criticism on one's own work.
- Ability to be organised and systematic about one's own work load; prioritise and, where appropriate, delegate tasks.
- Ability to work on own initiative and as part of a team, recognising each member's individualities while also showing willingness to compromise and adapt according to the demands of the situation.
- Ability to be flexible and co-operative under pressure of time and the multifarious demands of school life.
- Be computer literate to a level to effectively carry out the administrative and reporting aspects of the role;
- Be committed to safeguarding and promoting the welfare of children and young people.
- An awareness of own creative skills and can apply creative process to all aspects of teaching and working.
- Ability and commitment to develop a connection with the experience of a broad range of difference and diversity in children and adults.
- A successful candidate will able to approach the diverse task load as part of the same whole. They are able to manage the intense workload that sits within the rhythms of term time and extended holidays.
- Ability to problem solve
- Creative and learning ambitions need to be implemented with thoughtful logistical planning.
- Responsive with emotional agility. During term time the needs of task are demanding and the ability to respond to unforeseen need is essential. This may include a conversation with a parent, behavioural issues in the classroom or stepping in to support a colleague or school event.

This job description may be amended at any time in consultation with the post holder.

Notes

St Paul's Waldorf School is committed to equality of opportunity. We encourage applications from individuals of any of the many BAME backgrounds.

St Paul's Waldorf School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The offer of this post is subject to statutory clearance by Disclosure and barring Service and Teacher's prohibition list check. The appointment will be subject to two satisfactory references, one of which must be from the candidate's most recent employer.