

SUTTON COURTENAY PRIMARY SCHOOL

JOB DESCRIPTION – EYFS and Phonics Lead



1. General Responsibilities

- Maintain an overview of curriculum delivery across the school within the subject area.
- Review the Scheme of Work and ensure alignment with the National Curriculum and EYFS progression.
- Work with teachers and Trust leaders to promote high-quality, research-informed practice.
- Support colleagues with planning where required.
- Report to the Governing Body as needed.
- Review assessment and tracking procedures to ensure accuracy and consistency.
- Audit resources and teaching materials in line with curriculum development.
- Support colleagues in classroom practice where appropriate.
- Work with Partnership and Trust colleagues as required.
- Attend relevant training and disseminate key messages to staff.