



THE DIOCESE
OF GLOUCESTER
ACADEMIES TRUST
unlocking potential

EYFS Specialist Teacher

Recruitment Pack

St Matthew's CofE Primary School





Dear Applicant,

Thank you for your interest in the post of EYFS Specialist Teacher.

St Matthew's CofE Primary School is part of a wider family of schools. Originally established in 2012 as one of the first Diocesan Multi-Academy Trusts, The Diocese of Gloucester Academies Trust is now recognised as a successful and growing Trust. There are currently 24 primary schools within the Trust family, including 22 church schools and two community schools.

I hope the information enclosed in this pack, along with the job description and person specification will provide you with a helpful context for this role. You may also find our school website [insert website address] and the Trust website - www.dgat.org.uk - useful sources of information.

If you would like an informal chat to inform your decision about applying for the role I would be pleased to hear from you. I'm sure you will find that we have much to offer. Details of how to contact me can be found on page three of this pack.

The closing date for completed applications is 11th March 2026. Interviews are scheduled to take place on 19th March 2026.

To submit your application please email the completed form to recruitment@dgat.org.uk before the closing date.

Yours faithfully

Kelly Osborne-James
Headteacher



The Diocese of Gloucester Academies Trust seek to appoint an

EYFS Specialist Teacher

Are you ready to flourish in a school where your creativity, your purpose, and your professional aspirations truly matter? Are you meeting your individual potential — or are you ready for a school that will help you grow even further?

St Matthew's is a joyful, nurturing, and ambitious school where children and adults are supported to aspire and achieve together. Having been graded 'Good' in our most recent Ofsted inspection, we are on an exciting trajectory of innovation and development under our Headteacher, Kelly Osborne-James. With a clear and lived Christian vision — *"With love and faith we aspire and achieve"* — we place relationships, aspiration, and flourishing at the heart of everything we do.

We are seeking an EYFS Specialist Teacher with energy, vision, warmth, and a passion for early childhood education.

You will:

- Create exciting, high-quality early years learning experiences
- Model high expectations for behaviour, attitudes and outcomes
- Celebrate each child's uniqueness within a caring Christian environment
- Bring positivity, kindness, flexibility and ambition to your practice
- Thrive within a supportive and forward-thinking staff team

What matters most is your commitment, and your desire to enable children to flourish.

We offer:

- A deeply supportive, values-driven school community
- A Headteacher committed to staff wellbeing, creativity and professional growth
- A Trust (DGAT) with strong networks, development opportunities and collaboration
- Children who are enthusiastic, kind, and eager to learn



- A chance to shape our EYFS practice at an exciting moment of growth

The starting salary will be discussed with candidate, main scale depending on skill set. Interviews will be arranged directly with the successful candidates.

Early Career Teachers are welcome to apply.

The post is offered as a Main Scale salary depending on skill set. It is offered on a permanent basis.

This is a full-time post for 32.5 hours a week starting 1st September 2026.

Further details and an application form can be downloaded from the vacancy area of our website www.st-matthews.gloucs.sch.uk.

If you would like an informal conversation about the role or would like to visit the school please contact our Headteacher Kelly Osborne-James on **01453 764705** or email admin@st-matthews.dgat.org.uk

Closing date for applications is 11th March 2026 at noon. However, please note, we reserve the right to close the vacancy early if we have a strong candidate.

Other information that might help you decide if this is the role for you

| | |
|-------------------------------|--|
| Usual working days and times: | Mon-Fri |
| Work environment | Classroom |
| Dress code: | Smart/Casual |
| Employee benefits: | <p>Free and confidential employee assistance programme available 24/7</p> <p>High quality professional development – please see the DGAT Continuous Professional Development and Learning Brochure for more information here: https://www.dgat.org.uk/cpdl-and-events</p> <p>A range of clear and supportive policies.</p> |



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Please note:

The Diocese of Gloucester Academies Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. An enhanced DBS check is required for the successful candidate. The Trust also requires consent from applicants to carry out online searches of publicly available information, including social media, prior to interview.

All posts are subject to satisfactory references.



Background Information

The Diocese of Gloucester Academies Trust (DGAT) is a Multi-Academy Trust established by the Diocesan Board of Education (DBE) in 2012 to serve schools from across the County. There are currently twenty-one primary, one junior and two infant schools within the Trust. Twenty-two of the schools have Church of England designation.

The Trust is happy to work with schools that are exploring academy conversion and intends to continue to welcome more schools to our family.

Our vision is to enable all to flourish.

Our vision is rooted in our Christian foundation and our belief that all within our family should experience life in all its fullness.

Our aims are to be:

- Authentically Christian
- Boldly passionate about excellence in learning
- Relentlessly driven in our aspiration for everyone

Our core principles:

- We aspire to be the best we can be in an ever-changing environment - providing opportunities for all to flourish
- Within our DGAT family we cherish everyone as individuals; appreciating and celebrating diversity
- We act with integrity; we are open to challenge and we are reflective about our practice
- We treat everyone with dignity and respect
- Through collaboration, in a nurturing community, we grow, learn and achieve

School is Trust and Trust is School

In order to support our family of schools, DGAT provides the following support:

- School Improvement
- Christian Character
- HR and Legal



- Finance and Business
- Premises and Insurance
- Compliance and GDPR
- Governance



Job Description

| | |
|------------------|-----------------------------------|
| Job Title: | Teacher (EYSF Specialist Teacher) |
| Responsible to: | Headteacher |
| Line Management: | Headteacher |
| Contract Type: | Permanent |

Overall purpose of this post

To provide high quality teaching and learning within the Early Years Foundation Stage (EYFS), ensuring all children make strong progress across the Prime and Specific Areas of learning, and are fully prepared for transition into Year 1.

To deliver an engaging, balanced EYFS curriculum that stimulates curiosity, supports holistic development and reflects the school's vision: *With love and faith we aspire and achieve.*

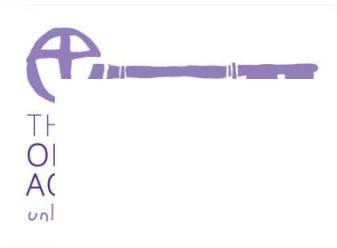
Key Responsibilities

1. Teaching & Learning

- Plan and implement learning activities aligned with the EYFS curriculum, balancing play-based exploration with structured, developmentally appropriate teaching.
- Deliver high quality teaching of Early Reading, including phonics, to establish strong foundations in language development.
- Provide inspiring, age appropriate learning opportunities that develop personal, social, physical, and communication skills.
- Adapt teaching to meet the needs of all children, including SEND, EAL, higher ability pupils, and those facing additional barriers.

2. Environment & Classroom Provision

- Create a nurturing, stimulating, inclusive classroom and outdoor environment that promotes independent learning and exploration.
- Ensure high standards of health and safety across all EYFS provision, particularly outdoor learning spaces.



3. Assessment & Progress

- Observe, assess, and record each child's progress against the Early Learning Goals using a range of formative and summative assessment methods.
- Monitor and evaluate progress from Reception baseline to ensure every child achieves their full potential.
- Provide written and verbal reports to parents, colleagues, and school leaders as required.

4. Behaviour & Pastoral Care

- Establish a warm, secure learning environment where children feel safe, valued, and confident.
- Promote high standards of behaviour through positive reinforcement and consistent expectations.
- Provide pastoral support for children's emotional and social development, building trusting relationships grounded in love, faith, and respect.

5. Safeguarding & Statutory Responsibilities

- Work within the statutory EYFS framework and follow all safeguarding policies, procedures, and safer practice guidance.
- Act immediately on concerns relating to child protection or wellbeing, reporting to the DSL.

6. Professional Responsibilities & Collaboration

- Work as part of a collaborative EYFS and whole school team, sharing ideas, planning jointly, and contributing to curriculum development.
- Direct and supervise teaching assistants or additional adults within the EYFS environment.
- Engage in professional development, appraisal, and training to maintain high standards of EYFS practice.



- Maintain strong, positive relationships with parents and carers, enabling them to support learning at home.

Other

The current main duties and responsibilities of this post are outlined in this job description. The list is not intended to be exhaustive. The need for flexibility, shared accountability and team working is required. The post-holder is expected to carry out any other related duties that are within their skills and abilities, commensurate with the post's banding and whenever reasonably instructed.

Diversity, equity, and inclusion are at the core of who we are. Our commitment to these values is central to our vision and to our impact. We know that having varied perspectives that are representative of the communities we serve helps generate better ideas to solve the complex problems of a changing and increasingly diverse world.

It is the practice of the Diocese of Gloucester Academies Trust to review job descriptions annually to ensure that they relate to the role as then being performed or to incorporate whatever reasonable changes that have occurred over time or are being proposed. This review will be carried out by the Trust in consultation with the post-holder before any changes are implemented. The post-holder is expected to participate fully in such discussions and implementation.

Person Specification

| | Essential | Desirable |
|--|-----------|-----------|
| Personal Values | | |
| Committed to actively promoting the Christian ethos and values of the school | x | |
| Committed to the school's vision | x | |
| Qualifications | | |
| Qualified Teacher Status | x | |
| Experience | | |
| A secure understanding of EYFS pedagogy and child development from birth to five | x | |
| High quality teaching in an exciting and stimulating environment | x | |
| An ability to build trusting relationships with young children and families | x | |
| An understanding of and commitment to school improvement | x | |
| An ability to create engaging provision that reflects how children learn best through play, exploration and targeted challenge | x | |
| Good ICT skills | x | |
| Personal qualities | | |

| | | |
|--|----------|--|
| Good written and oral skills | x | |
| Well-motivated with the ability to use own initiative | x | |
| Excellent organisational skills and attention to detail | x | |
| Able to work within a team | x | |
| Reliable and punctual | x | |
| Able to work efficiently and accurately under pressure and to prioritise tasks | x | |
| Confident in dealing with a variety of stakeholders | x | |
| Professional and honest | x | |