

Reception Stage Teacher / Manager

Closing Date: Friday 2 October 2026

Interview Date: Friday 9 October 2026

Job/Person Summary

Windmill Primary is looking for a new Reception Leader to take over the management of our outstanding provision as well as leading their own class. This is a position for someone who loves their teaching with the youngest learners in the school, enjoys building relationships and embraces challenge. Reception children at Windmill are highly motivated, receive stimulating provision and make excellent progress with us.

Our fantastic Reception team require a leader and class teacher to begin in January this year. The role is hands-on with full time class teaching as well as dedicated time (in addition to PPA) out of class to manage across the 3 classes in the year group. The role would be ideal for practitioners looking for a step up to leadership or those already leading but looking for a new challenge or larger school setting."

At Windmill we have a commitment to creative learning and to providing a challenging and exciting curriculum for all aged children. We have a strong values based ethos to ensure that we have a happy and supportive school for everyone who is part of our school community.

We are looking for a teacher who is:-

- Experienced in working with reception aged children.
- Able to Manage the Reception team and EYFS curriculum for 3 classes and attend SMT meetings.
- Highly motivated and has high expectations of all children.
- Passionate about delivering the curriculum in a creative way.
- A good team player.
- Committed to outdoor learning being at the heart of the learning process.
- Willing to constantly look to how they can improve their practice in a supportive environment.
- Is reflective.
- Committed to building positive relationships with children, staff and parents.
- Loves to have fun.

We can offer:-

- Opportunities for CPD and career progression.
- A strong staff team and happy school.
- A supportive environment in which to develop your teaching.
- Teachers Pension Scheme.

Application Procedure

Please use the Oxfordshire County Council Teacher Application Form (August 2022) to apply for this post and email it to the school office at office.2527@windmill.oxon.sch.uk. The application form can be downloaded from our website www.windmill.oxon.sch.uk. Alternatively you can request an application form to be emailed to you from the school office email address.

References are taken up for all school positions so please ensure your referees are aware and that all contact information on the application form is correct.

Visits are warmly welcomed, please telephone 01865762509 or email office.2527@windmill.oxon.sch.uk to arrange.

Person Specification

Criteria	Qualities	Essential/Desirable
Qualifications and Experience	Qualified teacher status	E
	Degree	E
	Successful primary teaching experience	E
	Full DBS disclosure	E
	At least 2 years recent experience of teaching in the early years Reception Stage	E
	Experience of teaching in Key Stage 1	D
Skills and Qualifications	Expert knowledge of Early Years Framework	E
	Ability to build good working relationships with staff and pupils	E
	Clear understanding of guidance and requirements around safeguarding children	E
	Knowledge of effective behaviour management strategies	E
	Ability to show understanding and empathy when dealing with children and parents	E
	Understanding of high-quality teaching and learning strategies in the EYFS, and the ability to model this for others and support others to improve	E
	Ability to adapt teaching to meet pupils' needs	E
	Good attendance and timekeeping	E
	Good IT skills	D
	Effective communication and interpersonal skills	E

Personal qualities	Commitment to getting the best outcomes for all pupils	E
	Uphold and promote the ethos and values of the school	E
	Ability to work under pressure and prioritise effectively	E
	Maintain confidentiality at all times	E
	Commitment to safeguarding, equality, diversity and inclusion	E

Oxfordshire Schools 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 involves the type of work with children and young people, that require applicants to undertake a Disclosure and Barring Service check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post. All cases are considered confidentially and according to the nature of the role and information disclosed.