

# Eastwood Nursery School Centre for Children and Families

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## JOB DESCRIPTION

Early Years  
Practitioner –  
Full Time  
All Year Round

Responsible to:  
Day Nursery Manager

### **Purpose of Job**

To support the development and learning for all children aged 8 weeks to 5 years, with a specific focus on meeting the needs of all children.

To work to provide continuity and effective communication between home the Day Nursery and within the Day Nursery team.

To develop the personal and professional role of the Early Years' Practitioner within the Day Nursery.

### **Tasks**

- To demonstrate a good working knowledge of child development and the Early Years Foundation Stage.
- To provide quality learning experiences to support children's needs
- To share responsibility with the whole team for planning purposes.
- To be responsible for the assessment and evaluation of children's learning and progress.
- To contribute to the reporting process for all children and take lead responsibility for reporting on the progress of the children for whom you are the named key person.
- To prepare stimulating and challenging first-hand experiences for groups and individuals in consultation with the team and in response to the needs and interests of children.
- To develop enabling environments in consultation with the team that offer safe and challenging risks for all children.
- To support and promote children's development across all areas of learning.
- To support and enhance children's well-being, resilience and relationships.
- To be committed to the principle of play as a key integrating factor in children's learning.
- To contribute to team building in the Day Nursery modelling team player attributes.

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- To develop a calm, orderly atmosphere in which children can develop self- discipline and self-control and feel safe and secure.
- To provide a warm and welcoming atmosphere for parents and helping them to feel included and partners in the Day Nursery's work.
- To ensure that all pupils, families and visitors to school are treated with respect, regardless of race, religion, sex, disability, class or personal preferences.
- Where necessary to undertake clinical procedures enabling a child to access services offered at the Day Nursery.
- To support, welcome and include students on placement at the Day Nursery.

## Responsibilities

- To comply with policies and procedures relating to child protection, health and safety, confidentiality and data protection reporting all concerns to the Day Nursery Manager/Headteacher
- To be aware of and support difference and ensure equal opportunities for all
- To contribute to the development and implementation of the overall curriculum/ethos/work/aims of the Day Nursery
- To develop constructive relationships and communicate with other agencies and professionals
- To participate in training and other learning activities and performance development as required
- To recognise own strengths and areas of expertise and use these to advise and support others, as well as reflect upon your own practice and performance.

## Safeguarding

- To be fully aware of and understand the duties and responsibilities arising from the Children's Act 2004 and Working Together in relation to child protection and safeguarding children and young people as this applies to the worker's role within the organisation.
- To be fully aware of the principles of safeguarding as they apply to vulnerable adults in relation to the worker's role.
- To ensure that your line manager is made aware and kept fully informed of any concerns which you may have in relation to safeguarding and/or child protection.

This job description sets out the main duties such duties may vary from time to time without changing the general character of the post or the level of responsibility entailed. Such variations may occur and cannot of themselves justify a re-grading of the post.

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## Person Specification

**Early Years  
Practitioner  
Full Time  
All Year Round**

	Essential	
<b>Education, Training &amp; Qualification</b>		
NNEB certificate, NVQ level 3 of BTEC in Child Care (2-year course) or equivalent.	X	A
<b>Previous Experience</b>		
Experience of working with children aged 8 weeks to 5 years	X	A
Experience of using the EYFS to assess children's development and progress	X	A
<b>Skills &amp; Competencies</b>		
Understanding of how young children think and learn	X	I (T)
Ability to observe and assess children's development and progress	X	(A) (T)
Ability to work collaboratively with other professionals and implement programmes under their guidance	X	I
Knowledge of EYFS and child development 0- 5 years old	X	(A) (I) (T)
Commitment to working in an anti-discriminatory environment	x	I
Good communication skills with an ability to use the written medium for purposes of recording and reporting on children's progress	x	(A) (I) (T)
<b>Personal Attributes</b>		
To be able to relate well to children and adults.	X	T
Committed to continuing professional development.	X	I
Ability to work effectively in a team	x	I

**KEY**

A=Application Form

I= Interview

T= Practical assessment