



Early Years Practitioner - Job Description & Person Specification

Role Summary

The successful applicant will join an experienced and friendly team providing a safe and secure environment enabling learning opportunities through play for children aged 2 to 5 years.

This is a term time role, and the hours will be 35 hours per week working Monday to Friday 8.30am to 3.30pm.

Reports to: Pre-School Manager (and Deputy Manager in the absence of the Pre-School Manager)

Reports (Direct and Indirect): Responsible for a group of key children.

Main Responsibilities & Duties

Learning & Development:

- Consistently work in partnership with colleagues, parents and/or carers or other professionals to meet the individual needs of the children ensuring a diverse and inclusive approach is always maintained.
- Make accurate and effective assessments, reflecting the needs, interests, and stages of development of the child.
- To consistently deliver and plan rich learning opportunities and exceptional care that helps all children to develop whilst meeting their individual needs.
- Work within a team to ensure an enabling environment is providing consistent stimulating and inspiring activities for the children in both the indoor and outdoor area as a continuous provision.
- Understand and embrace British Values ensuring they are incorporated and demonstrated through the Early Years Foundation Stage learning and play.
- Safeguard and promote the health, safety, and welfare of children in line with our child protection, and health and safety policies and procedures.
- Ensure internal policies and procedures are adhered to whilst also meeting the external legislation and guidelines from our governing bodies.
- Promote and follow guidelines implemented for managing behaviour including supporting children to manage their own feelings and behaviours.

General:

- To ensure high standards of hygiene and safety are maintained at all times.
- To attend fortnightly staff meetings as required.
- To attend in-service training courses and network/cluster meetings as required.

Working with others:

- To work as part of a team with other staff members and students
- To work in partnership with parents/carers and other family members to ensure each child's needs are recognised and met
- To advise the manager of any concerns over children, parents or the safety of equipment, preserving confidentiality as necessary.
- To support the work and beliefs of the preschool by helping to create an environment that promotes equal opportunities for all children and staff.

To undertake any other reasonable duty as directed by the manager in accordance with the preschool action plan and objectives.



Person Specification

Education & Experience

- NNEB/NVQ3 or equivalent
- Good understanding of Safeguarding and Child Protection, Health and Safety, Food Safety and Confidentiality preferred.

Personal Skills

- A strong passion and enthusiasm for children's learning and development.
- Ability to work independently and follow direction from team leaders.
- A strong commitment to safeguarding and promoting the welfare of children
- Ability to confidently use an e-learning journey system (system training will be given)
- Dependable and energetic with a real enthusiasm for your work – you enjoy what you are doing and are ready to work as part of a motivated team.

This position requires the individual to be willing to undergo an enhanced DBS check.