**Level 3 Nursery Practitioner – at Killigrew Primary School**

# Job Description

Purpose of the Role:

To provide high-quality care and early education within a nursery environment, ensuring the wellbeing, development, and safety of children aged 0–5 years, in accordance with the Early Years Foundation Stage (EYFS) and nursery policies.

* Key Responsibilities:
* Supervise and support children throughout the day, including during play, meals, and rest periods.
* Ensure a safe, clean, and nurturing environment at all times.
* Assist in the planning, preparation, and delivery of age-appropriate activities to support children’s development across the EYFS areas of learning.
* Carry out observations and assessments to track children's progress and identify next steps.
* Contribute to individual learning plans and maintain accurate learning journals.
* Promote and uphold nursery safeguarding and child protection procedures.
* Report concerns promptly in line with safeguarding policies.
* Administer first aid and medication (if trained and authorised).
* Communicate effectively with parents/carers, providing daily feedback and updates on their child’s development.
* Support nursery events and parent meetings as required.
* Work collaboratively with colleagues to ensure smooth daily operations.
* Attend staff meetings, training, and in-house CPD opportunities.
* Follow nursery procedures, including health & safety, hygiene, confidentiality, and equality & diversity policies.

# Job Specification

* Qualifications:
* Essential: Level 3 Early Years qualification.
* Desirable: Paediatric First Aid and Safeguarding Children training (or willingness to obtain).
* Experience:
* Experience working with children aged 0–5 in a nursery or similar childcare setting.
* Experience using the EYFS framework in planning, observation, and assessment.
* Skills & Competencies:
* Warm, caring, and patient nature with a genuine interest in child development.
* Strong communication skills with both children and adults.
* Good organisational and record-keeping abilities.
* Ability to work effectively as part of a team and independently.
* Knowledge of behaviour management strategies suitable for early years.
* Competency in using basic IT equipment.
* Knowledge:
* Solid understanding of child development stages and needs.
* Clear understanding of safeguarding procedures and EYFS statutory guidance.
* Awareness of inclusive practices and how to support children with additional needs.
* Personal Qualities:
* Enthusiastic, flexible, and committed to the role.
* Reliable, responsible, and punctual.
* Reflective practitioner with a commitment to continuous learning and development.