

EARLY YEARS LEAD PRACTITIONER

GRADE: H4/H5 depending on experience and qualifications

FULL TIME: 37 hours per week, Term Time plus 5 days INSET – Permanent contract

PURPOSE OF YOUR JOB

- To work as part of a team under the direction of our Treetops teacher in our two year old room. The whole team will work together to offer high quality nursery education to our youngest children following the values, policies and curriculum of the School.
- To deputise in the absence of the class teacher in day to day operational running of the room
- To support groups of children in morning and afternoon nursery, contributing to planning. You will regularly record the children's achievements in all areas of learning showing their progress in the Early Years Foundation Stage.
- To provide high quality care, welfare and learning for all children in Ludwick.
- To work with the team to develop and maintain the nursery as an effective and inviting learning environment.

MAIN AREAS OF RESPONSIBILITY

Leading groups of children and working flexibly as part of the nursery team.

Supporting and encouraging children's development to achieve their potential in all areas of learning and development through both indoor and outdoor experiences.

Supporting an area of curriculum development.

Helping to implement the code of practice for children with special educational needs.

Working with the Teacher, SENCO and other professionals to develop individual educational programmes.

Keeping careful records of the children's developments and achievements.

Planning activities for small groups based on observations of the children's interests.

Attending staff meetings, training days and inset days.

You will also attend to the health, safety and welfare of the children both indoors and outdoors.

Developing and fostering good relationships with parents offering support, guidance and help where appropriate.

Liaising with other professionals.

EQUALITIES

Be aware of and support difference and ensure that pupils have equality of opportunity to learn and develop in accordance with the school's equalities policies.

HEALTH AND SAFETY

Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection; and report all concerns to the appropriate person. To hold a current paediatric first aid qualification.

CONDUCT

Staff will be expected to sign and comply with a code of professional conduct, which includes an acceptable use agreement for ICT and social media.

As part of due diligence checks, online searches will be carried out on staff, in line with Keeping Children Safe in Education 2024.

DISCLOSURE AND BARRING SERVICE

This post is classed as having a high degree of contact with children and is exempt from the Rehabilitation of Offenders Act 1974. The job holder is required to undergo an enhanced Disclosure and Barring Service check and provide two references.

SUPERVISION

The job holder is supervised by a teacher.

JOB CONTEXT

The school is open from 8.30am to 3.30pm for 5 days a week during Hertfordshire term times.

Staff need to be flexible in order to ensure that appropriate staffing levels and expertise are maintained throughout the school's opening periods.

CONTACTS

Parents and carers
Social care professionals
Health care professionals
Education professionals

KNOWLEDGE, EXPERIENCE AND TRAINING

NVQ Level 3/ Early Years Educator or NNEB Certificate or above.

Sound experience of working with young children.

Commitment to provide high quality care and education to young children

Understanding of the Early Years Foundation Stage Framework

Post holders will be encouraged to attend further professional development.

Willingness to gain first aid and food hygiene certificates

Attendance on school inset days, planning and staff meetings will be required within the terms and conditions of employment.

The duties and responsibilities listed above describe the post as it is at present. The job holder is expected to accept any reasonable alterations that may from time to time be necessary.

PHYSICAL EFFORT

Working as part of a team within the school setting and with young children is physically and mentally demanding and the job holder is required to demonstrate the appropriate level of energy and fitness.

WORKING ENVIRONMENT

There is a need, occasionally, to wipe up blood or other bodily fluids. All staff must be willing to

undertake this duty should the need arise in the interest of maintaining a safe environment. Appropriate protective wear will be made available.