**Location**: **Weston Way Nursery School**

**Pay grade: H3**

**Purpose of the role:** To develop the forest school provision and embed outdoor learning into the curriculum.

**Accountability:** The post holder is managed by a member of the school's Senior Leadership Team.

**Aim:**

* To ensure that the provision in Nursery is of the highest possible standard and that all statutory requirements are met
* To be responsible for the care and learning of all children

*N.B. The duties listed below are not an exhaustive list of requirements. The specific nature and balance of these responsibilities will vary according to the needs of the school*

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| **Responsibilities:**   * To be responsible for, plan and oversee the delivery, organisation and smooth running of the Forest School program which develop resilience, perseverance, problem-solving, teamwork and communication skills * Plan and deliver learning activities that are in line with the ethos of forest school * To be responsible for setting up Forest School activities and preparing the equipment and materials needed to ensure that all learners enjoy and achieve * To ensure that Forest School activities promote child-led learning and contribute to the holistic development of all children * Monitor pupils’ responses to learning activities and accurately record achievement/progress where relevant * To manage support staff and volunteers effectively, ensuring they embrace the ethos of forest school * To promote learning in the outdoor environment by following the ethos and principles of Forest School along with the school’s ethos * To prepare, implement and keep up to date the relevant risk assessments for Forest School sessions to ensure the health and safety of all pupils and staff. To carry out dynamic risk assessment during a session ensuring that all staff, or volunteers, involved in Forest School sessions are aware of the relevant risk assessments * To contribute to the Forest School seasonal curriculum * To support the evaluation of the Forest School programme and to continually strive for improvement * To foster a love of the outdoors and an understanding of nature and environmental issues. * Attend to pupils' personal needs, including social, health, hygiene, first-aid and welfare matters. * Awareness of and support for, difference and ensure that pupils have equality of access to opportunities to learn and develop. * To be responsible for the emotional well-being and learning of children * To interact appropriately with children and parents, taking into account their individual needs * To support parents to understand and help their child’s learning and development * To build positive relationships with all staff in the school * To work with other professionals in order to support the needs of children and their families * To be responsible for protecting and safeguarding all children * To ensure up to date knowledge of all policies and procedures and that they are adhered to and implemented * To contribute to the development of the school, showing commitment to our shared ethos and values |

**Early Years Practitioner role may also undertake some or all of the following:**

* Escort and supervise children on educational out of nursery school activities
* Prepare and present displays
* Assist pupils with eating, dressing and hygiene including intimate care, as required, whilst encouraging independence

**Equalities**

Be aware of and support difference and ensure that pupils have equality of access to opportunities to learn and develop

**Safeguarding and Health and Safety**

Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection (GDPR); and report all concerns to an appropriate person.

# Data Protection (GDPR)

To be aware of and comply with responsibilities under the Data Protection Act (1984) and General Data Protection Regulation (May 2018) for the security, accuracy and significance of personal data held on paper or electronic systems.

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| **Knowledge**  NVQ level 3 (or equivalent)  Intermediate knowledge of ICT  Working knowledge of Health, wellbeing and safety  Awareness of keeping children safe  Basic knowledge of First Aid (Paediatric First Aid desirable)  Knowledge of Data Protection and confidentiality  Understanding of the nursery ethos and values  Ability to manage children in a nurturing way  Understanding of statutory and non-statutory frameworks for the nursery curriculum  Understanding of SEN code of practice and disabilities legislation | **Competencies**  Communication (written and verbal)  Problem Solving  Team working  Active Listening  Drive  Monitoring  Decision making  Sensitivity  People management  Adaptability  Managing relationships |

**Staff members name:**

**Staff members signature:**

**SLT member’s name:**

**SLT member’s signature:**

**Date:**

*This post is classed as having a high degree of contact with children or vulnerable adults and is exempt from the Rehabilitation of Offenders Act 1974. An enhanced disclosure will be sought through the DBS as part of Hertfordshire County Council’s pre-employment checks. Please note that additional information referring to the Disclosure and barring Service is in the guidance notes to the application form. If you are invited to an interview you will receive more information.*

*This role will be reviewed annually as part of the performance management process*

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