

JOB DESCRIPTION



READING BOROUGH COUNCIL	Department/Directorate: DCEEHS
Post Reference No:	Location: Caversham Nursery School
Job Title: Early Years Practitioner	Grade/Salary Range: RG3 point 8 -11

JOB PURPOSE

To work under the guidance of the head of school, teaching team and the nursery manager in developing and implementing the curriculum for nursery age children including those with Special Educational Needs or Disabilities.

DESIGNATION OF POST AND POSITION WITHIN NURSERY STRUCTURE

To work in a team with all practitioners across the Nursery.

MAIN DUTIES AND RESPONSIBILITIES

Home School Liaison

1. To maintain positive home/school links working with parents and carers in school and undertaking home visits before children's entry to Nursery School when appropriate.
2. To spend time supporting parents and children including those with SEND within the Nursery environment.
3. To form good professional relationships with parents and carers.

Curriculum Responsibilities/Working as a Team

1. To work in partnership with the rest of the team in order to provide a high-quality learning environment.
2. To be a key person for a number of children.
3. To work together with the team in weekly/daily in the planning and delivery of the curriculum.
4. To take responsibility for preparing before and tidying after each session and maintaining a clean and tidy nursery throughout the day.
5. To work with the team in the integration of children with Special Educational Needs and Disabilities (SEND) into mainstream nursery.
6. To work as a team in addressing the needs of all children throughout the nursery including those with SEND, and English as an Additional Language (EAL).
7. To meet the needs of children whilst encouraging independence and supporting them to learn about their personal care including toileting.
8. To be involved in training and monitoring of NVQ3 and work experience students being informed of their course requirements.
9. To be responsible for Tapestry observations showing children's progress in order to inform planning and record keeping through regular team discussion meetings.
10. To maintain a high quality of presentation of materials, equipment and resources to the children.
11. To support and maintain good mental health and positive wellbeing of all of the Nursery community.

PERSON SPECIFICATION



Reading Borough Council	Department/Directorate: DCEEHS New Bridge Nursery School
Job Title: Early Years Practitioner	Post Reference No:

Qualifications/Education/Training:

1. N.N.E.B./D.C.E./NVQ Level 3 EYE in Childcare and Education.
2. Good numeracy and literacy skills.
3. Appropriate First Aid training (Paediatric).
4. Universal Safeguarding training

Experience:

Recent Early Years Foundation Stage experience including children with SEND.

Skills and Abilities:

1. A love of children and a passion for working with them
2. A commitment to and a good knowledge and understanding of the Early Years Foundation Stage Curriculum.
3. A sound knowledge of Safeguarding children.
4. Able to communicate effectively with children, staff, parents, students and other professionals.
5. Able to work as part of a team and use initiative where appropriate.
6. Caring and approachable.
7. Flexible and open minded.
8. Understanding of principles of Child Development and learning processes.
9. Professional attitude including an understanding of confidentiality.
10. A commitment to personal and professional development.
11. An awareness and understanding of the full range of Equal Opportunities issues.
12. Awareness and understanding of Special Educational Needs and Disabilities.

Specific Working Requirements: