



SOUTH GROVE PRIMARY

EARLY YEARS PRACTITIONER– LEVEL 2 Scale 4-5 (7-16) 36Hrs

JOB DESCRIPTION

Job Purpose
<ul style="list-style-type: none">• To provide service delivery within the requirements of the Early Years Foundation Stage Framework, Every Child Matters and Ofsted Care Standards (Under 3s).• To work in partnership and complementary to the Nursery, Reception teacher or lead professional, in order to help meet the aims of the Nursery. The Nursery, Reception Teacher or Lead Professionals are responsible for planning the overall policy and curriculum, and the Early Years Practitioners are given some responsibility for planning part of the programme and are to play a full part in its implementation.
Major Tasks, Duties, Safeguarding and Responsibilities
<p>1 Support for Children</p> <ul style="list-style-type: none">• Share responsibility for safety, health and welfare of children at all times• Ensure all children have access to the full curriculum• Relate well to children• Guide the development of children's social behaviour and attitudes• Frequently supervise children on activities without a teacher present including outdoor activities• Observing and assessing children's development and progress• Keeping accurate records of observation, assessment and development of children• Acting as a key worker building relationships with small groups of children and their families <p>2 Support for the Teacher</p> <ul style="list-style-type: none">• Organising materials and equipment for use within the nursery• Sharing responsibility for care and maintenance of resources and equipment• Assisting in preparation and clearing up of activities and encouraging children to help• Sharing responsibility for display• Contributing to curriculum development ensuring a stimulating environment• Taking responsibility for specific activities already planned for• Taking on other tasks such as Lunch Time supervision• Attend weekly staff and planning meetings <p>3 Support for the Parents</p> <ul style="list-style-type: none">• Encourage parents and carers to be involved in the setting and their children's learning• Establish good relationships with parents and carers• Build up a trusting relationship with parents/carers of key worker group• Take part in home visits when appropriate and required <p>4 Supporting the Early Years Setting – School or Children's Centre</p> <ul style="list-style-type: none">• Support the aims and policies of the setting• Promote the ethos of the setting at all times
Responsible to :
<ul style="list-style-type: none">• Headteacher /Foundation Stage Phase Leader

Equal Opportunity
<ul style="list-style-type: none">• The post holder will be expected to carry out all duties in the context of and in compliance with the Council's Equal Opportunities Policies• All schools in Waltham Forest are committed to safeguarding and promoting the welfare of children and young people. Therefore, all employees working at this school are expected to share this commitment.

SOUTH GROVE PRIMARY PERSON SPECIFICATION EARLY YEARS PRACTITIONER– LEVEL 2

We are seeking ambitious, outstanding cover supervisor who thrive on a challenge. For this crucial role we will be looking for the following:

	Essential	Desirable
1. Qualifications		
A qualification relevant to the role e.g. CACHE Level 3 Diploma In Child Care and Education, BTEC National Diploma in Early Years, NVQ Level 3 in Children's Care, Learning and Development, NNEB certificate or other children related qualification.	E	
2. Experience		
Evidence of anti – discriminatory practice	E	
Some evidence of working with children with special needs	E	
Evidence of working with children from 0-4	E	
3. Knowledge, Skills and Abilities		
Early Years Foundation Stage	E	
Child Development	E	
Learning through play	E	
Child Protection guidelines	E	
Maintaining a safe environment	E	
Good standard of written work	E	
Good interpersonal and communication skills	E	
Ability to use computers	D	
Ability to work part of a team	E	
Flexibility and enthusiasm for the job	E	

Personal Qualities		
Excellent attendance and punctuality	E	
Hard working, flexible and reliable	E	
Willingness to undertake in service training	E	
Positive and optimistic	E	
The ability to work under pressure and maintain a sense of humour.	E	
A genuine commitment to and liking for young people, and high expectations for their progress and welfare	E	
A commitment to the promotion of equality of opportunity and inclusion in all aspects of school life, practical strategies for achieving this, and an understanding of the implications of this post.	E	