

Job Description

Job title:	Early Years Practitioner (EYP)
School:	Sybourn Primary School
Responsible to	Daycare Lead
Salary:	Scale 4 Pt 7-11
Contract type:	Permanent, Full Time, 52 Weeks
Working Hours:	Revolving shift pattern (36 hours per week) Week 1 : Monday to Thursday 07:45-16:00, Friday 08:00-16:00 Week 2 : Monday to Thursday 08:45-17:00, Friday 08:45-16:45 Week 3 : Monday to Thursday 09:45-18:00, Friday 10:00-18:00 This pattern includes 1 hour unpaid lunch

Job Purpose

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.

Support for Children

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 for a group of children

Attend to the personal care needs of children, including nappy changing when necessary, in line with safeguarding and intimate care policy.

Support for the Teacher/Lead Practitioner

Organising materials and equipment for use within the nursery/daycare

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

Support for the parents

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

Responsibility for actively developing home-setting liaison and parental involvement in the setting.

Support for the Early Years Setting & School

Support the aims and policies of the setting

Promote the ethos of the setting at all times

General supervisory responsibility for students

This job description sets out the duties of the post at the time it was drawn up. The above-mentioned duties are neither exclusive nor exhaustive and the post holder may be required to carry out other relevant duties as directed by the Line Manager within the school as may be reasonably expected. This is not a common occurrence and would not justify a reconsideration of the grading of the post.

Appointed Candidate's Name:

Date of Appointment:

Signature of Appointee:

By signing this job description, you are agreeing to its content and context at the date of signing. Please be mindful that this role can be subject to review by the Lion Academy Trust at any appropriate time in consultation with you.