

**JOB ROLE: Nursery Teacher**

**CONTRACT HOURS:** **22 hours per week**

**SALARY: AT1**

**RESPONSIBLE TO:** **Nursery Manager / Executive Vice Principal**

**JOB PURPOSE:**

Under the reasonable direction of the Leadership team, carry out the professional duties of a Qualified Teacher as set out in the School Teachers’ Pay and Conditions Document.

**Generic Responsibilities:**

* Support and encourage children’s development using the ‘learning and play’ method
* Monitor children’s progress and identify any issues such as behavioural, learning and social interaction
* Ensure that children are safe at all times
* Encourage good behaviour
* Organise fun activities
* Set out activities before classes and tidy up afterwards
* Create activities that build up children‘s language, literacy and numeracy skills through different materials and play
* Speak to parents and carers about their children’s development
* To participate in staff meetings as required.

**Skills and Qualifications**

* QTS or BaHon in Early years or childhood studies
* Early Years professional status (EYPS)
* Paediatric First Aid Qualification
* Excellent organisational skills
* Able to create lesson plans and manage a classroom
* Brilliant time keeping skills
* Able to deal with challenging behaviour
* Plenty of patience
* Creativity to find effective methods of engaging the children so they are having fun whilst learning
* Comprehensive knowledge of safeguarding procedures

To communicate and consult with parents over all aspects of their children’s education – academic, social and emotional.

Any task as directed by the Principal or his/her representative which is legal and reasonable

### **Appraisal**

* To take responsibility for their own professional development and the appraisal process.
* To maintain a professional portfolio.

**HEALTH & SAFETY RESPONSIBILITIES:**

You must abide by the Academy Health & Safety Policy and to implement that policy with regard to the general duties placed upon every one engaged in the Campus. Compliance to Campus Regulations, Health & Safety Regulations and Fire Regulations.

To partake in any Health & Safety training relevant to the job role.

**SAFEGUARDING:**

All appointments are subject to you obtaining a current enhanced disclosure and that the information revealed does not prevent or make you unsuitable to work with children as determined by the Executive Principal and/or Chair of Directors. A satisfactory DBS disclosure must be presented to the school before your employment can commence.

An annual review of this job description and allocation of particular responsibilities will take place as part of the Appraisal Process.