

# THE MICHAEL SYDDALL C OF E (VA) PRIMARY SCHOOL

## Early Years Lead Practitioner

### JOB DESCRIPTION

**Job Title:** Early Years Practitioner

**Responsible to:** Headteacher/Deputy Head/EY Lead Teacher

**Responsible for:** Staff in FS1

*The job description identifies the responsibilities attached to your post. It will be reviewed annually by the SLT and will be subject to change. Therefore this job description is subject to amendment annually within the terms of your conditions of employment, as the needs of the school may require, and only after consultation with yourself.*

To work as a key person and as part of our Pre-school team under the direction of the EYFS Lead Teacher. To provide safe, high quality education and care for young children which meets the individual needs of the children attending the setting.

To be committed to safeguarding and promoting the welfare of children and young people. It is a requirement of all staff that they share this commitment and follow the prescribed policy and procedures to continuously promote a culture of safeguarding.

### **The main responsibilities for this post are:**

To deliver a high standard of learning, development and care for children aged 2-5 years.

To ensure that the preschool nursery is a safe environment for children, staff and others.

To develop strong partnerships with parents/carers to increase involvement in their child's development.

To be responsible for any tasks delegated by the Senior staff.

### **Main activities**

To provide a safe, caring, stimulating educational environment, both indoors and outdoors, at all times.

To deliver an appropriate play based Early Years Foundation Stage (EYFS) curriculum that enables children to make individual progress.

To help ensure the preschool nursery meets Ofsted requirements at all times.

To undertake designated officer roles as directed.

To work with other professionals in the local area for the benefit of children and families.

To be active in the decision making of our Pre-School and help shape our setting for the better.

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To understand and work to preschool nursery policies and procedures, including how to deal with child protection issues appropriately and how to respond to incidents, accidents, complaints and emergencies.

To plan activities which ensure each child is working towards the early learning outcomes.

To ensure records are properly maintained, e.g. daily attendance register, accident and incident book, risk assessments.

To liaise closely with parents/carers, informing them about the Pre-School and its curriculum, exchanging information about children's progress and encouraging parents' involvement.

To work in partnership with senior management and undertake any other reasonable duties as directed, in accordance with school's Christian vision and values.

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