



JOB DESCRIPTION

CHILDREN YOUNG PEOPLE AND FAMILIES PORTFOLIO	This authority / school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment
SCHOOL	Shortbrook Primary School
POST TITLE	Early Years Practitioner - Room Leader
ROLE PROFILE	Level 4
TOOLKIT JOB REF NUMBER	TooklitJD-13k?
GRADE	5 (inclusive of JWCs?)
RESPONSIBLE TO	Line Manager as defined in staffing structure
RESPONSIBLE FOR	As defined in staffing structure
HOLIDAY AND SICKNESS COVER	
PURPOSE OF JOB	<ul style="list-style-type: none"> • To lead the 2-3-year-old room, under the supervision and guidance of the existing nursery teacher and EYFS Leader. • To lead and deliver the daily activities and provision within the 2-3-year-old room. • To work alongside the EYFS leader to develop an outstanding classroom environment, tailored for the ages and needs of the cohort. • To develop and implement curriculum plans that align with the EYFS, alongside the EYFS Leader.
RELEVANT QUALIFICATIONS AND EXPERIENCE	VERY GOOD LITERACY/NUMERACY SKILLS NVQ 4 IN CHILDCARE OR EQUIVALENT QUALIFICATIONS OR EXPERIENCE

JOB DESCRIPTION FOR POST OF:- Early Years Practitioner - Room Leader

SPECIFIC DUTIES AND RESPONSIBILITIES

The postholder must at all times carry out his/her duties and responsibilities within the spirit of City Council and School Policies and within the framework of the Education Act 2002, and School Standards and Framework Act 1998 with particular regard to the statutory responsibilities of the Governing Bodies of Schools.

Main Duties and Responsibilities

1. To support the development of good quality childcare places.
2. To be a member of a team delivering high-quality child-care provision.
3. To be the lead practitioner for the 2-3-year-old room within the EYFS setting.
4. To be responsive to the learning needs and care of children aged 2-3 years.
5. To work alongside others to deliver high quality play and learning experiences.
6. To contribute to data collection, monitoring and evaluation.
7. To ensure high standards in the setup and upkeep of the indoor and outdoor provision.
8. Administer first aid as appropriate.
9. Contribute to good communications with all members of the team and with the wider community including parents and healthcare professionals.
10. Monitor and maintain a healthy, safe and secure environment.
11. To participate as a full member of the team by attending meetings to aid planning and the development of the EYFS within school
12. To participate as a full member of the team, by attending events and activities as appropriate.
13. To attend and participate in team meetings, supervision and appraisal.
14. To maintain a good level of personal development, in particular by keeping up to date with innovative practice, new legislation and theory.

Any other duties and responsibilities appropriate to the grade and role

All the above duties and responsibilities to be carried out in accordance with Sheffield City Council's Policies (and/or Policies adopted by the School Governing Body), Standing Orders and current legislation with an emphasis on Customer Care, Equal Opportunities, Data Protection and Health and Safety.

ISSUE DATE: