

Liberty Primary School

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LONDON BOROUGH OF MERTON

LIBERTY PRIMARY SCHOOL

JOB DESCRIPTION

POST TITLE: NURSERY AND RECEPTION PRACITIONERS

GRADE: PAY SCALE ME4 POINT 3 - 4 (PRO RATA)

LOCATION: LIBERTY PRIMARY SCHOOL

RESPONSIBLE TO: HEADTEACHER/ CLASS TEACHER/ SENCO

DATE: SEPTEMBER 2026

JOB CONTEXT:

This job description reflects the requirements of current School Teachers' Pay and Conditions and aligns with the vision, values and policies of the Governing Body and Headteacher at Liberty Primary School.

PURPOSE:

To support teaching and learning within the Early Years Foundation Stage (EYFS), helping to create a safe, stimulating and inclusive environment where all children can thrive and achieve their full potential.

The successful candidate will work alongside teachers, the wider EYFS team and parents to support children's learning, development and wellbeing, including children with Special Educational Needs and Disabilities (SEND).

DUTIES AND RESPONSIBILITIES

- Support the class teacher in delivering engaging and effective learning activities in line with the EYFS curriculum
- Work with individual children and small groups to support learning and development
- Support children's personal, social, emotional and educational development
- Support the delivery of early reading and phonics activities, helping children to develop communication, language and literacy skills
- Help to create and maintain a positive, safe and stimulating learning environment
- Support children with SEND by adapting activities and resources to meet individual needs
- Observe children's progress and contribute to assessments and learning records
- Encourage children's independence, confidence and positive behaviour
- Support the preparation and organisation of classroom resources and activities
- Build strong and positive relationships with parents, carers and other professionals

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- Act as a key worker for a group of children, supporting their individual learning, development and wellbeing
- Promote safeguarding, health and safety, equality and wellbeing at all times
- Work collaboratively as part of the EYFS team and contribute to the wider life of the school
- Attend relevant training, meetings and professional development opportunities
- Use ICT effectively to support learning, including iPads, computers and educational apps