**Position: Early Years (2-Year-Old) Teacher**

**Pay scale: Main scale**

**Hours: Full time**

**Contract type: Permanent**

**Location: Stonehill Nursery School**

The post holder is responsible to the Head Teacher

The appointment is subject to the current conditions of employment for teachers contained in the School Teachers’ Pay and Conditions Document, the current Education Act, the required standards for Qualified Teacher Status and other current educational legislation and the school’s articles of government.

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

This job description may be amended at any time following discussion between the Head Teacher and member of staff and will be reviewed annually.

**Purpose of Post**

* To lead practice within the 2-year-old room
* To be responsible for day-to-day management, staffing, organisation and smooth running of the 2-year-old room
* Support the policies, ethos and vision of the school and actively promote high levels of achievement in the early years.
* Undertake the normal responsibilities of a class teacher, as set out in the ‘School teachers’ pay and conditions document’.
* To ensure a high standard of physical, emotional, social and intellectual care for all children in your care
* To give support to other team members within your immediate room and within the wider nursery
* To work as part of a team in order to provide an enabling environment in which all children play, learn and develop.

**Duties and Responsibilities:**

# Knowledge and understanding of the EYFS

* To deliver the Early Years Foundation Stage framework and any other appropriate guidance for young children in accordance with the school
* Observe each child’s progress and report on achievements, looking for progression and continuity alongside the Early Years Foundation Stage using the school assessment system
* Ensure all children in the 2-year-old room receive progress checks as laid out in the Early Years Foundation Stage and that these are shared with parents in an appropriate and timely manner
* Practice and promote current legal requirements, national policies and guidance on health and safety, safeguarding and promoting the wellbeing of children

**Effective Practice**

* To be accountable for the delivery of high-quality provision within the setting
* Encourage other practitioners to have high expectations of all children and to demonstrate commitment to ensuring that they can achieve their full potential
* Establish and sustain a safe, welcoming, purposeful, stimulating and encouraging environment where children feel confident and secure and can develop and learn
* Promote the use of informed observation and other strategies to monitor children’s activity, development and progress systematically and carefully, and to use this information to inform, plan and improve practice and provision
* Plan and provide safe, appropriate, child-led and adult initiated experiences, activities and play opportunities in indoor and outdoor, which enable children to develop and learn
* Select, prepare and use a range of resources suitable for children’s ages, interests and abilities, taking account of diversity and promoting equality and inclusion
* Actively support the development of children’s language and communication skills
* Promote positive behaviour, self-control and independence through using effective behaviour management strategies and developing children’s social, emotional and behavioural skills
* Promote children’s rights, equality, inclusion and anti-discriminatory practice in all aspects of the setting
* Establish and maintain a safe environment and employ practices that promote children’s health, safety and physical, mental and emotional well-being
* Keep up to date with current research-based thinking and progression in early years

# Relationships with children

* Ensure you have a clear understanding of the settling of new children into the nursery
* Ensure that practitioners attend to the all-round daily needs of the children by enhancing their physical, intellectual, social and emotional development
* Assist children with personal care, including changing nappies, assisting with toileting and other associated welfare duties.

**Communicating and working in partnership with families and carers**

* Establish fair, respectful, trusting and constructive relationships with families and parents/carers, and communicate sensitively and effectively with them
* To work in partnership with parents / carers and other family members, providing formal and informal opportunities through which information about children’s well-being, development and learning can be shared to improve outcomes

**Stonehill Nursery School - Person Specification**

**Post: Early Years (2 Year Old) Lead**

**Method of candidate assessment: A = Application form / I = Interview / T = Task**

|  |  |  |  |
| --- | --- | --- | --- |
| **Selection criteria** | **Method** | **E = Essential** | **D = Desirable** |
| **Professional qualifications and experience** |
| Qualified Teacher Status | A  | √ |  |
| Experience of working with 2-year-olds | A / T |  | √ |
| Experience in planning and assessing to meet pupils needs | A / I | √ |  |
| Experience of working with children with English as an additional language (EAL) | A / I |  | √ |
| Experience of working with children with Special Educational Needs and Disabilities (SEND) | A / I | √ |  |
| **Knowledge and Understanding** |
| Knowledge of current legislation and guidance (e.g. EYFS) and awareness of good practice of an effective early years curriculum | A / I | √ |  |
| Key operational policies and procedures, e.g. Health and Safety, Child Protection, behaviour management and administering of medication  | A / I | √ |  |
| Children’s development stages | A / I | √ |  |
| Knowledge of Safeguarding and Keeping Children Safe in Education | A / I | √ |  |
| Knowledge of SEND and the Code of Practice | A / I |  | √ |
| Knowledge of how to support EAL learners | A / I |  | √ |

|  |  |  |  |
| --- | --- | --- | --- |
| **Selection criteria** | **Method** | **E = Essential** | **D = Desirable** |
| **Skills and Aptitudes** |
| Ability to plan age-appropriate activities meeting the needs of all learners | T | √ |  |
| Ability to liaise with parents and engage them in their child’s learning | A / I | √ |  |
| Strong organisational skills | A / I | √ |  |
| Ability to observe, assess and track children’s learning and development | A / I | √ |  |
| The ability to work as part of a team, developing positive relationships with parents, children, colleagues and outside agencies. | A / I | √ |  |
| Have excellent communication skills with both adults and children and the ability to work skilfully and effectively with them | A / I | √ |  |
| Ability to motivate staff | A / I | √ |  |
| Enthusiastic and friendly  | I | √ |  |
| Honest, trustworthy and reliable | A / I | √ |  |
| Reflective | A / I | √ |  |
| Flexible approach | A / I | √ |  |
| Commitment to Equal Opportunities | A / I | √ |  |