

Job Description & Person Specification

JOB DESCRIPTION

JOB TITLE	Nursery Practitioner - Qualified
EMPLOYER	University of Brighton Academies Trust
LOCATION (Academy)	Robsack Wood Primary Academy
RESPONSIBLE TO	Principal / EYFS Leader/ Nursery Supervisor
MAIN PURPOSE OF THE JOB	To work effectively as part of the Nursery team, providing a stimulating and caring environment for pre-school children. To support team members to provide a high standard of care and education.
MAIN TASKS / KEY RESPONSIBILITIES	
1	To help prepare and participate in a range of activities that promotes each child's physical, intellectual and emotional needs to enable each child to reach their full potential.
2	To act as a Nursery Practitioner with activities to encourage speech and language and social interaction between the children and their carer's.
3	To work with a key group of children observing, monitoring and recording each individual's development.
4	To promote the philosophy of 'learning through play'.
5	To support children in acquiring self-help skills including dressing, feeding, toilet training and an awareness of personal hygiene.
6	To attend staff and team meetings as appropriate.
7	To help ensure that the Nursery meets safety and hygiene requirements and to report any issues to a senior member of staff.
8	To be aware of and comply with the Nursery's Child Protection Policy, Confidentiality Procedures and other Nursery Policies.
9	To keep up to date with developments in childcare through regular training as appropriate.
10	To work alongside the rest of the Nursery Team, to maintain records and documentation that comply with statutory requirements
11	To ensure that everyone is treated as individuals with respect and full consideration, in line with the Nursery Equal Opportunities Policy.

12	To carry out the above duties in accordance with the Education Department's Equal Opportunities Policy.
<p>This Job Description is correct at the time of print and gives the main responsibilities and tasks of the role. These may however be changed or added to as appropriate.</p> <p>There may also be the need for staff to undertake additional duties from time to time, appropriate to the level of the post. Should these additional tasks become a frequent part of the role, the job description will be revised through consultation with the post holder.</p>	
Date: 14.1.21	
Additional Information	
<ul style="list-style-type: none"> • This post is subject to an Enhanced Criminal Record Check • This post is exempt from the Rehabilitation of Offenders Act (1974) – applicants must be prepared to disclose all criminal convictions and cautions including those that would otherwise be spent under the Act. 	
<p>University of Brighton Academies Trust is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment.</p>	

PERSON SPECIFICATION

EDUCATION AND QUALIFICATIONS

1.1 NVQ Level 3 or relevant equivalent in Early Years Foundation Stage (*please note evidence of recent training/qualifications should be available at interview stage if requested*).

KNOWLEDGE AND EXPERIENCE

- 2.1 An understanding of children's development
- 2.2 Working knowledge of the Children's Act 1989 and current legislations
- 2.3 Evidence of recent and relevant training or qualifications in Paediatric First Aid, and Administration of Medicines, or evidence of current working towards these qualifications

ESSENTIAL CRITERIA and KEY SKILLS AND ABILITIES

- 3.1 Ability to follow instructions or work on own initiative as necessary
- 3.2 Ability to communicate effectively with parents, carers and other professionals
- 3.3 Ability to implement high health and safety standards
- 3.4 Ability to work effectively as part of a team
- 3.5 Ability to establish positive relationships with children

PERSONAL ATTRIBUTES

- 4.1 A commitment to giving children and families the opportunity to reach their full potential
- 4.2 A commitment to Equal Opportunities
- 4.3 Willingness to participate in further training and developmental opportunities (a commitment to continuing professional development)