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**Nursery Practitioner 1-1**

**Job Description**

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| **Area** | **:** | **Faculty of Health, Access, Care, Entry Level and Teacher Training** |

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| **Salary** | **:** | **£22,010 - £22,556 *(pro rata per annum)*** |

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| **Hours of Work (Full-time/Part-time)** | **:** | **24** |

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| **Line Manager** | **:** | **Nursery Manager** |

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| **Responsibility for** | **:** | To assist a child with specialist needs; |
|  |  | To provide constant supervision and support; |
|  |  | To provide comprehensive verbal handover to parents; |
|  |  | To ensure child feels included with peers in activities and snack and mealtimes; |
|  |  | Support and assistance in the daily care of all children within Starting Point Child Care Centre, based at Cheshire College South & West; *and* |
|  |  | Promoting the welfare of children and young people. |

**Main Purpose of Job:**

To provide individual support and assistance in the daily care of a specific child/children with additional needs within Starting Point Child Care Centre.

* Meets the needs of learners, employers and other stakeholders;
* Is of the highest possible quality in terms of learner outcomes and learner/employer satisfaction;
* Is effective, efficient and provide excellent value for money;
* Reflects the vision, mission, aims and values of the College;
* Is innovative, developmental and sector leading;
* Promotes a culture of excellence and equality; *and*
* Is judged as outstanding at next Ofsted/QAA Inspections.

The post-holder will be a member of the Faculty of Enterprise and Services within the Health, Childcare and Starting Point Nursery area.

**Key Duties and Responsibilities:**

1. Reflect the vision, mission, aims and values of the College.
2. Support individual child(ren) with additional needs in accordance with targets identified within the Individual Education Plan (IEP).
3. Work with the Manager and other Child Care staff to establish a caring and happy environment for the children and ensure quality is maintained.
4. Contribute to the planning and preparation of a varied daily programme of activities for children in the Child Care Centre.
5. Work with the Child Care staff team to implement Child Care Centre policies and procedures agreed with College Management.
6. Attend team meetings as required.
7. Assist the Manager in providing Child Care Centre training opportunities for College learners.
8. Supervise nursery staff and children as appropriate.
9. To plan observe and evaluate activities around each child’s individual needs and be responsible for record keeping.
10. Provide a safe and stimulating environment that facilitates learning whilst implementing the early years foundation stage curriculum.
11. Caring for the children’s varying abilities on a day to day basis by supporting their emotional needs through a nurturing environment, and providing guidance.
12. To keep the children happy and engaged throughout the day whilst ensuring that they are developing both socially and emotionally.
13. An understanding of how to support the children’s early education and development using the EYFS.
14. Being able to carry out daily observations and assessments and being able to prepare young children for the next stage of their education.
15. An awareness of safeguarding and prevent and how to implement it in the early years.
16. Knowledge of British Values.
17. To be responsible for individual and personal care of each child.

Generic

1. Support and promote a culture of innovation, excellence and equality.
2. Comply with College policies, procedures and agreements.
3. Contribute to the risk management of the College.
4. Support and follow the College’s strategies on equality, diversity and safeguarding.
5. Undertake appropriate staff development activities that support personal development and the changing needs of the College and its environment.
6. Be aware of, and responsive to, the changing nature of the College and adopt a flexible and proactive approach to work.
7. Undertake such other duties as may reasonably be required commensurate with this grade, at the initial agreed place of work or at other locations in the College catchment area.

***This Job Description is current as the date shown. In consultation with the post-holder, it is liable to variation to reflect changes in the job.***

**Nursery Practitioner**

**Person Specification**

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|  | **Assessment Method** | | | | | | |
| \*Test = Skills Test/Knowledge Test/Micro Teach/Presentation | Application Form | | \*Test | Interview and Presentation | Psychometric Testing | Qualification Certificates | References |
| **Education and Qualifications** | | | | | | | |
| Essential | |  |  |  |  |  |  |
| * GCSE Grade C *(4/5)* in Maths and English *(or equivalent)* | | **** |  |  |  | **** |  |
| * Possess a level 3 qualification *(or equivalent)* in Childcare *(or be willing to work towards)* | | **** |  |  |  | **** |  |
| Desirable | |  |  |  |  |  |  |
| * SEN/Additional Needs training | | **** |  |  |  | **** |  |
| * Level 2 qualification *(or equivalent*) in Childcare | | **** |  |  |  | **** |  |
| * First Aid Certificate | | **** |  |  |  | **** |  |
| * Food Hygiene Certificate | | **** |  |  |  | **** |  |
| * Have a recognised IT qualification | | **** |  |  |  | **** |  |
| **Skills and Experience** | | | | | | | |
| Essential | |  |  |  |  |  |  |
| * Proven skills in working with children and understanding their needs | | **** | **** | **** |  |  |  |
| * Update to date knowledge of current educational practice – latest EYFS (*September 2023)* | | **** |  | **** |  |  |  |
| * Ability to use information technology to supplement education *(Iconnect/Parentzone)* | | **** |  | **** |  |  |  |
| * Excellent organisation skills | | **** | **** | **** |  |  |  |
| * Experience of working in a childcare environment | | **** |  | **** |  |  |  |
| * Appropriate level of digital literacy | | **** |  | **** |  |  |  |
| * Ability to maintain confidentiality | | **** |  | **** |  |  |  |
| Desirable | |  |  |  |  |  |  |
| * Proven skills in working with children with additional needs | | **** |  | **** |  |  |  |
| * A good working knowledge of childcare | | **** | **** | **** |  |  |  |
| * An awareness and understanding of the needs of children | | **** | **** | **** |  |  |  |
| * Knowledge in the use of computers | | **** |  |  |  | **** |  |
|  | **Assessment Method** | | | | | | |
| \*Test = Skills Test/Knowledge Test/Micro Teach/Presentation | Application Form | | \*Test | Interview and Presentation | Psychometric Testing | Qualification Certificates | References |
| **Personal Attributes** | | | | | | | |
| Essential | |  | | | | | |
| * Strong interpersonal skills | |  |  | **** |  |  | **** |
| * Good team worker | |  |  | **** |  |  | **** |
| * Able to communicate effectively with young people and staff | |  | **** |  |  |  | **** |
| * Motivation and enthusiasm to work with children | | **** |  | **** |  |  |  |
| * An ability to prioritise and work under pressure | |  |  | **** |  |  | **** |
| * Ability to use own initiative and work with minimum supervision | |  | **** | **** |  |  | **** |
| * Commitment to on-going professional development | | **** |  | **** |  |  | **** |
| * Flexible approach to work | |  |  | **** |  |  |  |

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| **Other requirements for employment** |
| Essential |
| * Enhanced DBS check |

Update: August 2024