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| **Job Description – Nursery Practitioner** |  |

Reporting to the Nursery Manager, you will be responsible for working with all children in the Nursery to enable them to make the best use of the educational opportunities available to them

**Duties and Responsibilities:**

* Take care of children of pre – school age
* To look after children’s health, comfort, safety and happiness while they are in Nursery
* To support children to learn as effectively as possible both in group situations and on his/her own
* To help and support children to make choices and become more independent
* To establish supportive relationships with the children and parents

* To promote the acceptance and inclusion of the child(s) with SEN, encouraging children to interact with each other in an appropriate and acceptable manner.
* Monitor the child’s response to the learning activities and, where appropriate, modify or adapt the activities as agreed with the nursery manager to achieve the intended learning outcomes
* To give positive encouragement, feedback and praise to reinforce and sustain the child’s efforts and develop self reliance and self esteem.
* To support the child in developing social skills both in and out of the areas in the nursery
* To provide regular feedback on the child’s learning and behaviour to the Nursery Manager including feedback on the effectiveness of the behaviour strategies adopted or raise any concerns about a child.
* When working with a group of children, understand and use group dynamics to promote group effectiveness and support group and individual performance
* To know and apply nursery policies on Child Protection, Health and Safety, Behaviour, Teaching and Learning, Equal Opportunities etc
* To comply with legal and organisational requirements for maintaining the health, safety and security of yourself and others in the learning environment..
* To take part in performance review processes and training activities offered by the nursery to continue to extend personal development.

This job description sets out the main responsibilities for the postholder, but is not intended to be an exhaustive list. Specific duties may change from time to time without changing the general nature of the post and the postholder is expected to be flexible in the range of responsibilities they undertake.

Signed …………………………………………………………. Dated ………………………….

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| **Person Specification – Nursery Practitioner** |  |

**Essential**

* A minimum of a Level 3 Childcare qualification from a recognised awarding body
* Put children at the heart of everything they do
* At least 3 GCSEs at grade A-C, or equivalent level 2 qualification, including English and Maths
* Knowledge of relevant Child Protection, Health and Safety and Equal Opportunities legislation
* Ability to demonstrate an awareness of confidentiality issues linked to home, child, practitioners and nursery
* Able to work as part of a team and under own initiative
* Ability to demonstrate reliability and initiative
* Excellent communication skills, both written and verbal
* Ability to work with children in both a group setting and on a 1:1 basis
* A sense of humour

**Desirable**

* Knowledge and understanding of legislation and regulations relating to nurseries for young children and the inspections process by OFSTED
* Paediatric First Aid certificate, or willingness to work towards qualification
* Ability to use ICT in the nursery setting