

Job Description
Nursery Practitioner
Grade 15, Point 4

Little Oaks Nursery provides full time and sessional childcare for children aged 2 years to 4 years, at St Mary's Primary School in Bridgwater. We aim to provide high quality care and education with a flexible approach to meet the needs of all families in the local and wider community.

JOB PURPOSE

• To assist with the provision of a safe, caring, warm and inclusive environment.

• To work in partnership with staff, parents, carers and their children, adopting a flexible, professional approach in promoting the development, welfare and potential of all children attending the setting.

MAIN DUTIES

• To help develop a stimulating and purposeful learning environment both indoors and outdoors and ensure the EYFS curriculum is promoted and delivered within the setting

• To maintain individual children's Learning Journals, with observations and assessments, and plan engaging activities to support children's next steps

• To help children acquire self-help skills including washing hands, feeding, dressing, toileting, personal hygiene

• To support each child in developing self-esteem, confidence, and feelings of competence

• To provide a positive model of behaviour by treating children, parents and one another with friendliness, kindness and courtesy

• To work collaboratively with colleagues to create a positive proactive and effective nursery team

• To supervise children at snack and meal times ensuring that these are times of socialising and engaging with each other and adults

• To attend regular training workshops and courses which promote personal and professional development

• To respect confidentiality within the setting at all times.

• To understand and adhere to the setting's policies and procedures, including how to deal with child protection issues appropriately and how to respond to incidents, accidents, complaints and emergencies

• To ensure that communication with children, parents and the staff team is polite, professional and courteous at all times

• To attend and participate in staff meetings, INSET days, parent/social events

• To carry out any other such duties as may be reasonably required

HEALTH AND SAFETY

• To be aware of and assist in the implementation of all health and safety procedures in accordance with the nursery's policies

• To share in the responsibility for safeguarding and promoting the welfare of all children within the setting

• To report and record all accidents and incidents appropriately in the accident books, relay the information to the manager or deputy and inform parents.

• To take part in regular fire drills to ensure awareness of the emergency evacuation procedure.

• Report all maintenance requirements to the manager to ensure their immediate attention.

• To ensure rooms are left clean and tidy at the end of each day and that equipment is looked after, stored safely and correctly.

PARENT PARTNERSHIPS

• To liaise with parents at the beginning and end of each session of their child's day, creating and maintaining a friendly and p[positive relationship.

• To be aware of the importance of the role that parents play in early education and that their continued involvement is crucial to successful learning.

EQUAL OPPORTUNITIES

• To be aware of and have knowledge of the school's/nursery's equality of opportunity policy

• To assist in the provision of a high quality environment that is inclusive to all and meets the needs of individual children from differing cultures, religious backgrounds and their respective stages of development.