

Job Description for Early Years Practitioner

Reports to: Room Leader/Deputy Nursery Manager

Main responsibilities:

- To deliver highly stimulating play experiences appropriate to the children's age and stage of learning and development.
- To be an effective key person building good relationships with the child and their parents/carers.
- Help ensure health and safety standards are met and maintain accurate and effective records.
- Work to the statutory EYFS standards and Happy Kids policies and procedures.

Main activities:

- To provide a safe, caring, stimulating educational environment, both indoors and outdoors, at all times.
- To deliver an appropriate play based Early Years Foundation Stage (EYFS) curriculum that enables children to make individual progress.
- To help ensure the preschool nursery meets Ofsted requirements at all times.
- To undertake designated officer roles as directed.
- To work with other professionals in the local area for the benefit of children and families.
- To understand and work to preschool nursery policies and procedures, including how to deal with child protection issues appropriately and how to respond to incidents, accidents, complaints and emergencies.
- To plan activities which ensure each child is working towards the early learning outcomes.
- To be a key person.
- To ensure records are properly maintained, e.g. daily attendance register, accident and incident book, risk assessments.
- To liaise closely with parents/carers, informing them about the nursery and its curriculum, exchanging information about children's progress and encouraging parents' involvement.
- To work in partnership with senior management to update and review the self-evaluation and improvement plan.
- To undertake any other reasonable duties as directed, in accordance with the preschool aims and objectives.

Good for them, good for you!

www.happykids-childcare.co.uk
info@happykids-childcare.co.uk

Preschool nurseries across Rotherham and Manchester

Happy Kids Childcare Limited registered address: 20 Cowley Drive, Chapeltown S35 1SW

Person Specification for Early Years Practitioner

Factors	Essential Criteria	Desirable Criteria
Education & Qualifications	Minimum Level 2 qualification in Children and Young Peoples Workforce or equivalent.	Level 3 childcare qual Paediatric First Aid Food Hygiene Certificate
Experience/Knowledge	Excellent working knowledge of the Early Years Foundation Stage and current Ofsted statutory guidance. Knowledge and proven practical experience of implementing good quality learning opportunities.	Specific knowledge and experience related to child development of under two-year olds
Skills & Attributes	Empathy and understanding of children under five. Excellent verbal and communication skills with children and parents. Ability to write reports and keep clear and accurate records. Excellent organizational skills Administrative and basic IT skills Calm and caring nature Ability to work as part of a team and on own initiative	
Personal Qualities	Reliable, enthusiastic, and flexible A commitment to quality in all areas, with a high level of motivation and enthusiasm Able to perform under stress A creative thinker A good sense of humour Able to pass an Enhanced DBS check	

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