



## **CHRIST CHURCH CE PRIMARY SCHOOL**



### **JOB DESCRIPTION**

#### **Early Years Teaching Assistant (Nursery)**

**Grade: Level 2 Teaching Assistant**

**Responsible to: Early Years Teacher / Head of School**

#### **Purpose of the Role**

To work as part of the Early Years team to provide a safe, nurturing and stimulating learning environment that supports children's learning, development and well-being. The postholder will play a key role in preparing and maintaining high-quality continuous provision, promoting children's communication and language development, and supporting children to become confident, independent learners in line with the Early Years Foundation Stage (EYFS) Framework.

#### **Key Responsibilities**

- Supporting children's learning and development
- Support children within nursery provision through high-quality interactions and play-based learning.
- Promote children's personal, social and emotional development, communication and language, physical development and early literacy and mathematics skills.
- Observe, assess and record children's learning and development in line with school procedures.
- Use observations to inform next steps and support children's progress.
- Support the inclusion of all children, including those with SEND, EAL and other additional needs.
- Foster children's independence, resilience, curiosity and confidence.
- Assist with the supervision of pupils out of lesson times, at lunchtimes.

#### **Communication and Language Development**

- Use the school's agreed communication and language approaches, including ShREC (Share, Respond, Expand, Conversation), to develop children's vocabulary, language comprehension and speaking skills.
- Model ambitious vocabulary, correct language structures and effective communication throughout the day.

- Engage children in meaningful conversations that extend thinking and language development.
- Identify and respond to opportunities to develop children's speaking, listening and communication skills across all areas of provision.
- Support the delivery of language-rich experiences including storytelling, singing, rhymes and book-based learning.

### **Continuous Provision and Learning Environment**

- Prepare, organise and maintain high-quality indoor and outdoor continuous provision that reflects children's interests, developmental needs and curriculum priorities.
- Ensure learning environments are stimulating, well-resourced and promote independent learning.
- Adapt and enhance provision based on observations, assessment information and children's emerging interests.
- Prepare resources and learning experiences that support the EYFS curriculum and school curriculum goals.
- Maintain an attractive, safe and purposeful learning environment.

### **Supporting Teaching and Assessment**

- Support the implementation of planned learning activities and teacher-led sessions.
- Deliver small group and individual interventions as directed by the teacher.
- Contribute to planning discussions and curriculum enhancement opportunities.
- Provide accurate feedback to teachers regarding children's learning, attainment and well-being.
- Contribute to learning journeys, assessment records and transition information.

### **Safeguarding, Welfare and Care**

- Promote children's welfare and ensure their safety at all times.
- Support children's personal care needs where required, including toileting, hygiene and changing procedures.
- Follow all safeguarding, health and safety, behaviour and confidentiality policies and procedures.
- Establish positive relationships with children, families and colleagues.
- Support children in developing positive behaviour, self-regulation and social skills.

### **Professional Responsibilities**

- Work collaboratively as a member of the Early Years team.
- Attend meetings, training and professional development activities as required.

- Contribute positively to the Christian ethos, values and aims of the school.
- Undertake any other duties appropriate to the grade and nature of the post.