



Nursery / F1 Practitioner Job Description

Practitioners will be working with children aged 2 to 5 years of age

Duties and Responsibilities

Support for Pupils

- Working as part of a team; under the direction of the Lead Practitioner preparing and carrying out activities to meet with the EYFS framework.
- To have regard for the safety and well being of the pupil at all times
- To work alongside the individual and groups of pupils in activities specified by the Lead Practitioner, establishing good relationships and acting as a role model
- To meet the physical/medical needs of the pupil according to a pupil's individual care plan whilst encouraging independence wherever possible. Medical needs include the administration of medicines by mouth or other medical procedures provided appropriate training has been given by an appropriate person. Recording of medicine administration in our on-line system.
- To encourage inclusion within the classroom.
- To encourage pupils to interact with others and engage in activities led by the Lead Practitioner.
- To assist in the supervision of pupils on outings or visits.
- To highlight any Safeguarding concerns to a Designated Safeguarding Lead.
- To encourage good personal hygiene and assist with necessary self help skills (feeding, toileting, nappy changing, dressing etc.)

Support for Lead Practitioner

- To work under the direct instruction of the Lead Practitioner regarding the daily/weekly programme of activities and events.
- To support access to learning for pupils and provide general support to the Lead Practitioner in the management of pupils and the classroom.
- To receive instruction from the lead practitioner
- To set out, prepare, use, tidy and clean equipment after use. Assist in the general preparation and tidying of the classroom under supervision
- To be aware of pupils' needs/progress/achievements and report to the Lead Practitioner as agreed and pass on information from parents/carers
- Provide administrative and clerical support e.g. record keeping, photocopying, filing as required.
- To assist in the display of pupils' work to reflect their achievement.
- To assist with tasks within the school's assessment procedures.

- To work within an established Behaviour Policy to anticipate and manage behaviour constructively, promoting self control and independence.

Support for the School

- Attend staff meetings, parent evenings and other events arranged by school as required.
- To be aware of all Health & Safety issues
- To treat all information relating to a child as strictly confidential and to refer all enquiries, other than from professionals, to the Headteacher
- To assist with the general supervision of children during breaktimes and/ or when required
- To be a proactive member of the school and class team
- To complete relevant training either on line or in person.
- To promote the policies and ethos of the school

Support for the curriculum

- To prepare and assist specific activities, supporting pupils to understand instructions in respect of any learning strategies.
- To support pupils in using basic ICT as directed.
- To set out and prepare equipment, indoors & outdoors.

GENERAL: The Practitioner may be called upon to perform other duties that the Headteacher considers reasonable, that are commensurate with the grading and designation of the post