



Level 3 Early Years Practitioner



St Christophers Academy
Application Pack

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Welcome to BEST and thank you for expressing an interest in our current vacancy.

We have collated this application pack to provide you with all the information you should need to enable you to apply for this role.

However, if you would like any further information or would like to make a visit to our Academy, please contact:

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School Business Manager

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Telephone 01582 500960

St Christophers Academy
Gorham Way
Dunstable
Bedfordshire
LU5 4NJ

BEST VISION, VALUES & BELIEFS

BEST Vision Statement

To grow the BEST in everyone

We believe in the importance of high expectations, hard work and the development of a community of schools where each of us strive to 'be the best that we can be'.

BEST Values

We will:

Always put Children first

Our reference point question is 'how will this improve outcomes for children and enable them to go on and succeed in life?'

Collaborate to support and compete to challenge

Our schools work together to add value and compete to continually improve

Provide community based provision

Our schools form a coherent learning community at the heart of the Bedfordshire community

BEST Beliefs

We will:

Deliver BEST outcomes

Outcomes will be in the top 20% nationally

Provide BEST opportunities

An extensive range of opportunities beyond the classroom will be provided to develop the whole person

Nurture talent

Our responsibility is to invest in our people and bring out the BEST in everyone

Operate a high autonomy, high accountability culture

Professionals will lead our system and take responsibility to continually raise standards

Lead through service

Leaders and followers will work together with mutual respect and shared responsibility

“Pupils of all ages have a positive attitude to learning. They behave exceptionally well!”



Thank you for taking the time to look at our school. We appreciate your interest. St Christophers Academy is a growing 2 form entry primary school on the border to Dunstable and Luton, near the Tesco Extra on Skimpot Road. We are an inclusive and diverse school which enjoys growing our staff and pupils alike. Pupils come from a range of backgrounds and this rich cultural diversity is celebrated.

We offer:

- Well behaved children
- A bespoke programme of CPD
- Option to have PPA and ECT in or out of school
- A collaborative and supportive staff team
- A comprehensive well-being strategy
- Access to an employee assistance programme
- Access to the Pendleton cycle centre and gym
- Opportunities for progression
- Supportive planning framework and guidance
- A Values based curriculum
- Teacher / LGPS Pension Scheme

Our last Ofsted Inspection was under the new framework in September 2019 and the first line of the report says ‘...staff at this school get all the important things right.’

If you have any questions about the role or the school, please do not hesitate to contact us.

JOB DESCRIPTION

JOB TITLE: Early Years Practitioner Level 3

BASED AT: St Christophers Academy Nursery

SALARY/GRADE RANGE: NJC Level 2 (FTE £24,413 £12.65 per hour)

REQUIRED: ASAP

RESPONSIBLE TO: Early Years Lead

HOURS: Monday to Friday 8:30-3:30pm

PURPOSE OF THE ROLE

- Under the direction of the Manager/Nursery Lead, to work as a member of a team planning, providing and developing appropriate learning experiences for nursery children.
- To provide general care and welfare to the pupils.

Main Duties and Responsibilities

- To participate in forward planning relating to general policy, organisation, and management.
- To contribute to all areas of curriculum development.
- To participate in and foster the learning experiences provided for pupils.
- To participate in and help maintain behavioural programmes as appropriate.
- To support individual pupils with specific programmes as identified by either the nursery manager or the team.
- To be aware of and to value the pupils' language/communications styles and promote the effective use of verbal and non-verbal language.
- To ease the pupils' transition from home to school, and to recognise the importance of creating positive links with parents in line with established school policy.
- To contribute in a team situation to the orderly maintenance of the established daily routine.
- To assist with the pupils' independence programmes eg toileting, personal hygiene, safety etc.
- To contribute to the physical, social, emotional and intellectual wellbeing of all the pupils.
- To assist in recreational activities which may be necessary as part of the care and education of pupils.
- To share in the organisation, management, and maintenance of resources.
- To develop and maintain professional relationships with pupils, colleagues, families, and other approved agencies where appropriate.
- To participate in all systems of pupil appraisal and record keeping.
- To share responsibility for the preparation and presentation of displays.
- To respect the confidentiality of all information relating to pupils and their families.
- To undertake training consistent with developing skills relevant to these duties and responsibilities.
- To ensure the development and progression of equality within the sphere of responsibility of this job description and the fair and equal treatment of all team members and children.
- To undertake any other duties of a similar level and responsibility as may be required from time to time.

Note:

- Whilst every effort has been made to explain the duties and responsibilities of the post, each individual task undertaken may not be identified.
- Employees will be expected to comply with any reasonable request from the line manager to undertake work of a similar level that is not specified in this job description.

Person Specification

Essential	Desirable
<p>Skills, aptitude, knowledge and experience</p> <ul style="list-style-type: none"> • An understanding of the Early Years Foundation Stage • Knowledge of the Welfare requirements for the regulation of Childcare provision • A commitment to the provision of high quality childcare • A positive approach to learning and gaining new skills through teamwork and training opportunities • Good written and verbal skills for report writing, maintaining child records and providing feedback to parents/carers and colleagues 	<ul style="list-style-type: none"> • Previous post qualifying experience of caring for, or working with children aged 0-5 in a voluntary or paid capacity for a minimum of 2 years • Interest in the care, learning and development of young children
<p>Personal qualities</p> <ul style="list-style-type: none"> • Good organisational, record keeping and planning skills • Punctuality • Excellent communication skills, with children, colleagues, advisors and parents/carers. • Patience • Reliability and trustworthiness • A positive approach to inclusive practice, with children and colleagues • Enthusiasm for working with young children • Flexibility – occasionally working hours might be changed 	<ul style="list-style-type: none"> • Able to work in small teams
<p>Qualifications</p> <ul style="list-style-type: none"> • Completion of a recognised Level 3 Childcare qualification, eg. NVQ 3 in Children's Care, Learning and Development • Safeguarding Children Training – Basic Awareness • Paediatric First Aid • A positive approach to gaining further qualifications • Some understanding of the importance of Health & Safety and Food Hygiene in the workplace 	<ul style="list-style-type: none"> • Health & Safety certificate • Completion of other relevant courses • Food Hygiene Certificate • Specific training in the care of babies

HOW TO APPLY

Complete the application form via my new term website or contact the school for a paper application.

Closing date: 2nd November 2025

Interview date: As arranged with candidates (W/C 3/11)

Please remember to include contact details for three referees and complete the equal opportunities monitoring form. This appointment is subject to DBS clearance.

**St Christophers Academy Nursery
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USEFUL LINKS



www.bestacademies.org.uk



www.gravenhurstlower.org.uk



www.gothicmede.org.uk



www.etonbury.org.uk



www.langfordvillageacademy.org.uk



www.pixbrookacademy.co.uk



www.robertbloomfield.beds.sch.uk



www.samuelwhitbread.org.uk



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www.bedsscitt.org.uk



www.bestnurseries.co.uk



www.bestteachingschool.org.uk

