

# Job Description

**Greensand Support Staff Salary****Scale:** Point 9-13**Contract type:** Four days a week, 08:00 - 15:45 (29 hours pw over 38 weeks pa term time only)**Reporting to:** Senior Leadership Team

## Nursery Senior Practitioner

### Job Description

**Job Purpose:**

To deliver high-quality early years provision in line with the EYFS (Early Years Foundation Stage) framework.

The role includes leading practice, mentoring staff, ensuring safeguarding and promoting the welfare, learning, and development of all children.

**Key Accountabilities:****Team Membership**

- Work as part of the EYFS team to provide a high-quality nursery experience for children.
- Collaborate closely with the Nursery Class Teacher to deliver agreed learning priorities and provision.
- Support and guide other adults within the nursery setting, promoting effective teamwork and consistent practice.
- Participate in wider school events, activities and professional development opportunities.
- Maintain confidentiality and always uphold professional standards.

**Teaching and Learning**

- Support the delivery of a rich, engaging and developmentally appropriate EYFS curriculum.
- Lead nursery provision in the absence of the class teacher, ensuring children remain engaged, supported and safe.
- Plan and organise purposeful learning experiences in partnership with the Nursery Class Teacher.
- Observe, assess and contribute to tracking children's progress and development.
- Use assessment information to support next steps in children's learning.
- Promote children's independence, confidence, communication skills and emotional wellbeing.
- Support children's development across all areas of learning, including communication and language, physical development and personal, social and emotional development.
- Adapt provision and interactions to meet the needs of individual children, including those with additional needs.
- Promote positive behaviour, relationships and inclusion through consistent approaches.
- Support early literacy and numeracy development through focused activities and everyday interactions.

- Select, prepare and use resources effectively to inspire children's curiosity and learning.
- Maintain a safe, stimulating and well-organised learning environment.

### **Leadership and Communication**

- Provide day-to-day leadership of nursery provision when required, under the guidance of the Nursery Class Teacher.
- Communicate effectively with colleagues and contribute to a strong team culture.  
Work positively with parents and carers, sharing information about children's learning and wellbeing in line with school procedures.

### **General:**

- To undertake any other duties, commensurate within the grade, at the discretion of the Assistant Headteacher.
- Be familiar and comply with all relevant Health and Safety, Operational, Personnel, Child Protection, Data Protection and Financial Regulations policies and procedures.
- Ensure equality of opportunity is afforded to all persons both internal and external to the authority, actively seeking to eliminate any direct or indirect discriminatory practices/behaviour.

### **Notes:**

We value equally all members of the school community and work together for the educational progress of all our students in partnership with the whole community.

The above duties are not exhaustive and the post holder may be required to undertake tasks, roles and responsibilities as may be reasonably assigned to them by the Deputy Headteacher.

## **Person Specification**

### **Qualifications**

Essential:

- Level 3 qualification in Early Years Education and Childcare (or equivalent)
- Paediatric First Aid (or willingness to obtain)

Desirable:

- Level 4 or above qualification in Early Years or related field

### **Experience**

Essential:

- Experience working in an early years setting
- Experience planning and delivering EYFS-based activities
- Experience observing, assessing, and recording children's development

Desirable:

- Experience in a senior or supervisory role
- Experience mentoring or supporting other staff

### **Knowledge and Understanding**

Essential:

- Strong understanding of the EYFS framework
- Knowledge of safeguarding and child protection procedures
- Understanding of child development and inclusive practice

Desirable:

- Knowledge of Ofsted requirements and inspection processes
- Awareness of SEND (Special Educational Needs and Disabilities) practice

### **Skills and Abilities**

Essential:

- Strong communication and interpersonal skills
- Ability to lead and motivate a team
- Excellent organisational and time management skills
- Ability to build positive relationships with children, parents, and colleagues
- Competent in record keeping and basic IT systems

### **Personal Attributes**

- Passionate about early years education and childcare
- Reliable, responsible, and professional
- Caring, patient, and approachable
- Proactive and able to use initiative
- Committed to continuous professional development