

Early Years 2 - Early Years Practitioner Level 3

Teaching and Learning

- Working with individuals or small groups of children under direction including adapting activities to suit the needs of early year's pupils.
- Key worker for particular children.
- Supporting behaviour management and development.
- Contributes to the planning and development of learning activities.
- Contribute to the development of individual development plans (such as Individual Educational Plans) for children with special educational needs.

Resources

- Set up and clear away displays and activities.
- Assemble and clear away equipment

Personal and Welfare support

- Attend to children's personal needs.
- Provides assistance to children on social, welfare and health matters

Systems, policies and procedures

- Ensure materials and equipment are safe and clean.

Team involvement

- May demonstrate duties to apprentices, new or less experienced staff.

Building professional relationships

- Communication with early year's pupils to encourage social, educational and physical development and acceptable behaviour.
- Establishes and builds positive relationships with parents/carers.
- May undertake unaccompanied home visits.
- Exchanges information with staff and parents/carers.
- Work with external agencies.

Record keeping and information management

- Contribute to observation and assessment procedures.
- Maintain and update confidential pupil records.

Problem solving and decision making

- Interpret information and situations and solve straight forward problems/make minor decisions.

Knowledge, skills and experience

- NVQ level 3 in related area or equivalent
- Knowledge of procedures for supporting learning and play activities
- Knowledge and compliance with policies and procedures relevant to health and safety and child protection.
- First aid at work may be a requirement or paediatric first aid.

Physical demands and working conditions

- Mixture of sitting, walking and carrying minor loads. May be required to lift children for short periods.
- Regular exposure to unpleasant conditions e.g. nappy changing.