

Inspiring Futures Through Learning– Role Profile

Role Title: **Early Years Practitioner**

Grade: **E**

Purpose of Role

Provide high quality care and education that meets the needs of Early Years children in a school setting.

Key Objectives

- Provide a welcoming and stimulating learning environment to enable children to learn through play and grow in confidence
- Observe, monitor, evaluate and record all aspects of the children's development in line with the Early Years Foundation Stage Curriculum in order that every child will fulfil their potential
- Ensure appropriate standards of safety and security are maintained at all times to safeguard the welfare of the children in line with the Statutory Welfare Requirements
- Encourage parents to be partners in their child's development by working together and having a positive impact on the children's learning
- Ensure appropriate standards of hygiene are met at all times in line with school policies and procedures

Schools benefit from a flexible approach to working arrangements – because of this, the tasks and responsibilities listed here are not definitive. Head Teachers may require particular additional duties to be undertaken to suit the specific school's requirements and these may be incorporated in the role requirements as long as they are at a similar and appropriate level to the other listed duties.

Scope

- The role will be based across our Early Years team (Nursery/ Reception)
- The role holder will be required to develop good relationships with the children in order that they can meet their needs and obtain the best educational, social and personal outcomes.
- The role holder will need to communicate and relate to parents in the day to day work of the class and also at parent's evenings, when they will need to be able to discuss the development of individual children.
- The role holder may communicate with SENCO, Speech and Language Therapists, Educational Psychologists, Caseworkers, Development Workers, Qualified Teachers and other child care providers in supporting the child.

Work Profile

- The role holder will assist in the day to day duties of the Early years unit and observe, plan, prepare, implement and evaluate the work and activities of the children to ensure

progress for each individual child, including those with SEND needs.

- The role's remit will include responsibility for the health, safety and personal hygiene of young children and will include toileting and domestic duties where necessary.
- The role holder will have a responsibility to adhere to the appropriate standards of safety, security and hygiene and specifically ensure adherence to the welfare requirements in line with the Early Years Foundation Stage Curriculum regulated by OFSTED and ITFL policy and procedures ensuring safeguarding of the children and will need to complete appropriate online training to support this.
- As part of the Early Years team, the role holder will be required to attend staff meetings and parents' evenings and keep up to date on new developments on policies and practice surrounding childcare, education and play.
- The curriculum activities at the school will require the role holder to participate in a variety of events out of school hours.
- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
- Participate in training and other learning activities and performance development as required Contribute to the overall ethos/work/aims of the school
- Attend relevant meetings
- To maintain confidentiality

Other information

Inspiring Futures Through Learning is committed to safeguarding and promoting the welfare of children. All employees are expected to share this commitment, to follow the Trust's safeguarding policies and procedures and to behave appropriately towards children at all times, both in work and in their personal lives.

All school based posts are defined as Regulated Activity and therefore this post is subject to an Enhanced with Barred List Criminal Records Bureau check.

Person Specification

Skills and Knowledge				Level	Assess by;
<u>A</u> ttainable	Successful applicants will be expected to obtain the denoted qualifications or experience within an agreed period of time			<u>A</u>	A Application I Interview T Testing R Reference
<u>D</u> esirable	Applications will be preferred from candidates with the denoted qualifications or experience			<u>D</u>	
<u>E</u> ssential	Applicants without the denoted qualifications or experience will not be considered for this role			<u>E</u>	
Qualifications	NVQ 3 in Early Years and Childcare or equivalent	X			A
Skills / Experience	Significant experience in a school/educational setting	X			A
Competencies				Level	
<u>A</u> wareness	Demonstrable aptitude and ability to develop in the particular work area			<u>A</u>	A Application I Interview T Testing R Reference
<u>S</u> ignificant	Clear competence in the work element sufficient for all rolerequirements			<u>S</u>	
<u>E</u> xtensive	Sufficient expertise in the work element to lead and mentor others, and influence policy and practice			<u>E</u>	
Planning and organising work	Ability to develop session plans to meet the needs of individuals and groups		X		I,R
Planning capacity and resources	Careful use safekeeping of equipment and educational materials		X		I,R
Influencing and interpersonal skills	Ability to engage with young children to encourage their full participation in educational and social learning activities	X			I,R
	Ability to assist with the training and mentoring of new staff and students.		X		I,R
Using initiative	Ability to find creative solutions to day to day problems in the school environment		X		I,R
Working independently	Supervise groups of young children in an Early Years setting or approved external setting	X			I,R
Managing people	Work well alongside support staff, volunteers or students in the delivery of activities		X		I,R
Managing resources	Use and safekeeping of classroom equipment	X			I,R
	Keeping accurate records	X			I,R
Managing risk	Be fully aware of, and act in compliance with all ITFL and legal policies and procedures in relation to the health, welfare and safety of children	X			I,R
Managing oneself	Be aware of opportunities for self-improvement wherever possible		X		I,R

