

Bank Level 2 / Level 3

Job Description and Person Specification

Job Description

Job Title: Early Years Level 2 or Level 3 (subject to qualification held)

Reports to: Lead Practitioner (Room Leader)

Hours: Full time or part time, all year round

Location: Kingsley Explorers Nursery

Purpose of the Role

To deliver high-quality care and education for children, supporting their learning, development and wellbeing in line with the EYFS and nursery expectations.

Key Responsibilities

Care and Safeguarding

- Safeguard and promote the welfare of all children.
- Deliver attentive, responsive care that supports children's emotional security.
- Follow all safeguarding, health and safety, and behaviour policies.

Curriculum and Learning

- Support planning and delivery of engaging, purposeful learning activities.
- Carry out observations, assessments and contributions to learning journals.
- Support children's communication, independence and school readiness.

Teamwork and Professional Practice

- Work collaboratively with colleagues to maintain a positive learning environment.
- Attend training, staff meetings and supervision sessions.
- Maintain professional records and contribute to inspection readiness.

Parent Partnership

- Share relevant information with parents about children's progress and wellbeing.
- Support transitions and key person responsibilities.

Person Specification**Essential**

- Full and relevant Level 2 or Level 3 Early Years qualification.
- Level 2 English and Mathematics.
- Sound understanding of the EYFS.
- Positive, professional approach to teamwork and learning.

Desirable

- Experience in a nursery or reception-style early years environment.
- Paediatric First Aid and Food Hygiene qualifications.

Skills and Attributes

- Warm, caring and child-focused.
- Reliable, reflective and eager to develop.

Safeguarding Statement

This role is subject to enhanced DBS and suitability checks.