

<b>Job Title:</b>	Level 3 Nursery Practitioner
<b>Conditions of Service:</b>	Term Time Only 37.5 hours to include lunchtime supervision across school
<b>Line managed:</b>	EYFS Lead
<b>Directed by:</b>	Managed and directed by the Class Teacher

### **Purpose of Role**

To work as a key member of the Early Years team, delivering high-quality care, learning, and development for children aged 3–4 years in line with the Early Years Foundation Stage (EYFS) framework. The practitioner will support children's learning through play, promote positive behaviour, and contribute to a safe, nurturing, and inclusive preschool environment within a school setting.

*'Flourishing Through Love and Nurture'*

### **Outline of Responsibilities and Tasks**

#### **Learning**

- Provide a safe, stimulating, and welcoming learning environment for all children
- Plan and deliver engaging, age-appropriate activities aligned with the EYFS
- Support children's emotional well-being, independence, and social development
- Act as a **Key Person**, building secure relationships with children and families
- Observe, assess, and record children's progress using agreed assessment systems

#### **Curriculum & Development**

- Contribute to planning based on children's interests and developmental needs
- Support early language, literacy, numeracy, and physical development
- Promote inclusive practice and support children with additional needs
- Encourage positive behaviour and model appropriate social skills

#### **Safeguarding & Welfare**

- Ensure the health, safety, and welfare of all children at all times
- Follow safeguarding, child protection, and school policies and procedures
- Maintain accurate records, including accident and incident reports
- Promote good hygiene, health, and safety practices

#### **Teamwork & Communication**

- Work collaboratively with colleagues, teachers, and school staff
- Communicate effectively with parents/carers, sharing progress and concerns
- Attend staff meetings, training, and professional development as required
- Always maintain confidentiality and professional conduct

#### **Job Responsibilities may also include:**

- Under the direction and control of the Classroom Teacher
- Contributing to the formulation of Individual Education Plans including attendance at SEN reviews and other meetings relevant to the service/pupil needs.
- To carry out appropriate activities as planned within the classroom or with groups of pupils including administration of baseline tests.

- To support in the preparation and development of the children's learning environment.
- To prepare and organise teaching resources including the checking and maintaining of classroom equipment and materials.
- To assist the teacher in liaising with parents and professionals
- To assist at an appropriate level with the provision of general care and welfare of children including personal hygiene, first aid, administering of medication. This list is not exhaustive.

## **Safeguarding**

- To follow the school's safeguarding and child protection policy and procedures including record keeping and reporting
- To report any incidents that cause concern to the Class Teacher in the first instance including: behaviour, wellbeing and mental health.
- To treat any minor injuries to children (i.e. cuts, bruises) and to record them following school procedures. Seek support from appropriately trained members of staff when required.

*The school is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. This post is subject to an enhanced DBS disclosure and online checks.*