

Job Description



Job Title: Early Years Senior Practitioner (TOTS)
Level of Qualification: Level 3 or above in Early.
Setting: Tots@ Franche Community Primary School and Extended Services

Role within the setting.

To work as an active member of Franche Community Primary School Early Years department ensuring all children attending the setting receive high quality care and education through full implementation of the EYFS. Providing a safe environment within which individual needs are met whilst delivering rich and stimulating learning and play experiences. Ensuring effective managing and monitoring of a team so together they achieve high standards of care and education and effective delivery of the EYFS contributing to

Key Roles and Responsibilities:

- To ensure you and the team are delivering high standards of quality care and education at all times within the setting.
- To support the staff/students with their continued professional development by contributing and carrying out supervisions, meetings and role modelling within the room providing constructive feedback where needed.
- To ensure you and the team are supporting children by implementing and following the safeguarding and welfare requirements of the Early Years framework, at all times.
- To ensure you and the team uphold and follow all the school's and Tots policies and procedures, ensuring you keep updated with changes to policies and procedures.
- To ensure you and the team maintain accurate, up to date and effective records, this includes accidents and incidents and information about children's learning and development progress.
- Health and Safety: To ensure you and the team continuously risk assess environments to ensure they are safe, and to take the appropriate action to reduce risk of physical danger to children, young people, parents, visitors or staff.
- To play an active role in the Key Person system within the setting, contributing and planning appropriate play and learning experiences using children's interests and identifying learning priorities, planning for relevant and motivating learning experiences to meet each child's needs.
- To ensure staff are completing expected observations, assessments, and SEND Targets with accordance with the settings expectations.

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- To attend and complete mandatory training, including paediatric first aid, food hygiene and safeguarding.
- To develop and promote parental partnership and involvement. Including attending parent evenings and parent meet and greet evenings.
- To ensure you and the team create a warm nurturing environment where children can: feel safe, have fun, be challenged, have opportunities to explore and experiment. To enable children to learn and develop in all areas and to become confident, resilient and independent individuals.
- To ensure you and the team are supporting children's health and well-being, by providing outdoor space (free flow), quiet areas inside and out, providing healthy snacks and encouraging children to make healthy choices, including dental hygiene.
- To demonstrate good practice and being a positive role model for all children, staff and visitors.
- To work with outside professionals including Ofsted, to ensure continuous improvement within Tots and extended services.
- Having a flexible approach to work is essential.
- To ensure you and the team assist in maintaining a high standard of cleanliness and presentation within all areas of the Tots and Schools Environments.
- To undertake any other duties within your skills and capabilities as reasonably requested by management.