

THE HOWARD PARTNERSHIP TRUST
Kenyngton Manor Primary School
APPRENTICE NURSERY NURSE JOB PROFILE

Grade	Job Title	Capsule job profile	Competencies	Qualifications, Training and Development
(£9,898 FTE) £7,031 pa pro rata	Apprentice Nursery Nurse 30 hours per week/39 weeks per year Fixed-term contract for 12 – 15 months	<p>Directly responsible to the Early Years Lead/Nursery Manager.</p> <p>Directly responsible for no other staff members.</p> <p>Assigned to a Mentor within the Early Years Foundation Stage Unit.</p> <ul style="list-style-type: none"> • Ensure a high standard of physical, emotional, social and intellectual care for children placed in the Early Years Foundation Stage Unit • Work with parents/carers of all children to achieve full and positive integration in the Early Years Foundation Stage Unit Setting • Implement the daily routines within the Early Years Foundation Stage Unit • Scaffold children's learning and support their play • Plan and resource all areas of the EYFS inside and outside • Undertake assessments and observations of early years pupils • Ensure accurate and regular Record keeping • Act as a positive role model • Look after children's personal needs • Work with pupils in small groups and on a 1:1 basis to remove barriers to their learning • Participate in relevant staff development activities • Attend team and staff meetings • Any other reasonable activities to support events within the School • Maintain confidentiality in and outside the workplace with particular regard to data on the school's computer systems • Be pro-active in matters relating to health and safety • Support aims and ethos of the School, setting a good example in terms of dress, behaviour, punctuality and attendance 	<p>Post holders should demonstrate the competencies identified from the list below:</p> <ul style="list-style-type: none"> • Able to plan and prioritise workload effectively • Good interpersonal skills - both communication and listening skills • Good observation skills • Flexibility in approach to work and hours • Able to work as part of a team or on own initiative • Highly confidential • Uphold and support the School's policies and procedures on the safeguarding of young people 	<p>Solid general education to 'GCSE' level.</p> <p>No specific qualifications required.</p> <p>Willingness to study for Children & Young Peoples Workforce Level 2 QCF and ICT, Maths and English Functional Skills at Level 1.</p> <p>Training and Development may include:</p> <ul style="list-style-type: none"> • Induction Training • On job training • Safeguarding Training • Familiarisation with School policies and practice • First Aid <p>Post holder should demonstrate a commitment to on-going professional development.</p> <p>The successful candidate will be subject to a satisfactory enhanced disclosure from the Disclosure and Barring Service (DBS).</p> <p>The Howard Partnership Trust is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment.</p>