

Applicants Pack



Nursery Practitioner To Start ASAP

32.5 hours per week, term time only
Scale Point 3 £18,562 FTE
Actual Salary: £13,796



South Pennine Academies
Dryclough Road
Crosland Moor
Huddersfield
HD4 5JA

CEO: Ms Jane Acklam

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A Word from the CEO

Dear Applicant,

Beaumont Primary Academy Nursery (formerly named Woodside Pre-School) officially joined South Pennine Academies Multi-Academy Trust in May 2020, though has been overseen by South Pennine since opening in April 2015. The trust opened Beaumont Primary Academy next door to the Pres-School in September 2016 in a purpose-built new building and now the school offers provision for children 2 – 11 years.

Beaumont Primary Academy Nursery aims to provide a fun, caring, friendly, welcoming environment where all children feel nurtured, safe and secure and that enables each child to meet their full potential. It is a Not-For-Profit community-focused organisation which aims to supply quality Early Years Education at affordable prices. Woodside were rated Good by Ofsted in January 2016 and Beaumont Primary Academy was rated Good by Ofsted in May 2019.

Our Philosophy

Every child deserves the best possible start in life and support to fulfil their potential. A child's experience in the early years has a major impact on their future life chances. A secure, safe and happy childhood is important in its own right, and it provides the foundation for children to make the most of their abilities and talents as they grow. When parents choose to use early years services they want to know that the provision will keep their children safe whilst nurturing and helping them to thrive. The Early Years Foundation Stage (EYFS) is the framework that provides that assurance.

We aim to ensure that each child:

- is in a safe and stimulating environment
- is given generous care and attention, because of our ratio of qualified staff to children, as well as students, apprentices and volunteer parent helpers
- has the chance to join in with other children and adults to live, play, work and learn together
- is helped to take forward her/his learning and development by being helped to build on what she/he already knows and can do
- has a key person who makes sure each child makes continuous progress
- is in a nursery that sees parents as partners in helping each child to learn and develop
- is in a nursery in which parents help to shape the service it offers.

Please enjoy reading further and we look forward to welcoming you to Beaumont Primary Academy Nursery.

Yours sincerely

Jane Acklam, **CEO**

Why Join Beaumont Primary Academy Nursery?

At Beaumont Primary Academy Nursery we encourage and develop children's learning holistically through play-based activities. Our 36-place, warm, welcoming and stimulating setting in the grounds of Moor End Academy enables each aspect of learning and development to be viewed equally, both indoors and outdoors, and planning is based on observations of children's individual needs and interests. This is supported through a balance of adult-led and child-initiated opportunities.

You will be working in the nursery with children aged 2-4 years where you will be an integral part of a team developing and delivering our ethos. As a key person you will be required to keep accurate and up to date records and be able to communicate effectively with parents/carers and the nursery team.

You must be an experienced practitioner with post qualifying experience and be a minimum of Level 3 or equivalent qualified. A current paediatric first aid qualification is also preferable.

We are looking for candidates who are passionate about delivering a high quality service with enthusiasm and motivation. Candidates must have an excellent working knowledge of the EYFS.

Beaumont Primary Academy Nursery and South Pennine Academies are committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and other third parties to share this commitment. Safer recruitment practice and pre-employment background checks will be undertaken before any appointment is confirmed. Appointment is subject to references and an enhanced Disclosure and Barring Service (DBS) check for regulated activity and/or criminal/police checks for all other countries inhabited.

If you want to be part of our exciting nursery, then we'd love to hear from you!



Beaumont
Primary Academy
Adventures In Learning

The Selection Process

How to Apply

Thank you for taking time to read and digest our information. If you wish to apply for the post of **Early Years Practitioner** at Beaumont Primary Academy then you should:

- Follow the link to complete the online application form -
- Complete the application form fully, ensuring all details are accurate and all declarations are signed. Please ensure you enclose two professional referees with one being your current employer (with email addresses if possible). Do not enclose additional CVs.
- Ensure you fully complete the relevant skills and experience section of the form, addressing the key characteristics and experiences outlined in the person specification and the unique contribution that you could make to the future success of our nursery.

Timetable for the selection process

- Closing date for applications: **w/c 12 October 2020**
- Interview date: **Friday 16 October 2020 (TBC)**

If you have not been contacted within the timescales outlined above, we regret that you will not have been offered an interview on this occasion and feedback from paper applications is not provided.

Successful applicants will be required to undertake a Criminal Record Check via the DBS. The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Joining South Pennine Academies

- South Pennine Academies & Beaumont Primary Academy are committed to **developing all staff** within their roles and creating opportunities for further **career progression**.
- **Pension** – Every employee of South Pennine Academies has access to the Teachers' Pension Scheme or West Yorkshire Pension Fund.
- **Wellbeing Benefits** - including annual flu vaccinations and an extensive health and wellbeing support service, provided through The Schools Advisory Service (SAS).





Our Exciting Nursery!!!



Beaumont Primary Academy Nursery Early Years Practitioner Job Description

Purpose of Post

1. To provide a high standard of physical, emotional, social and intellectual care for children placed at Beaumont Primary Academy Nursery
2. To give support to other personnel within the setting
3. To implement the daily routine in the preschool.

Key Areas

1. Work with children, ensuring progression and record keeping
2. Teamwork
3. Effective communicator, including liaising with parents/carers

Responsible to

Principal

Duties and Responsibilities

1. Operate a programme of activities suitable to the age range of children in conjunction with other staff
2. To keep a proper record of achievement file on your key children to effectively track progress
3. Work with parents/carers of all children including those with additional needs ensuring full integration in the Setting; inclusive practice.
4. Provide a warm, welcoming, friendly, stimulating environment.
5. Support all staff and engage in a good staff team
6. Liaise with and support parents/carers and other family members
7. To be involved in out of working hours activities, e.g. training, monthly staff meetings, fundraising events
8. To be flexible within working practices of the Setting. Be prepared to help where needed, including to undertake certain domestic jobs within the Setting, e.g. preparation of snack meals, cleansing of equipment etc.
9. Work alongside the manager and staff team to ensure that the ethos behind the preschool is fulfilled
10. Recording accidents /incidents in the accident/incident book. Ensure the manager has initialled the report before the parent receives it
11. Look upon the Setting as a “whole” where can your help can be most utilised, be constantly aware of the needs of children;
12. Ensure child is collected by someone known to the setting and that procedures are followed correctly
13. To respect the confidentiality of information received
14. To develop your role within the team especially with regard as a key worker

Specific Child Care Tasks:

15. The preparation and completion of activities to suit the child's stage of development
16. To ensure that mealtimes and snack times are a time of pleasant social sharing
17. Washing and changing children as required
18. To ensure the setting of a high-quality environment to meet the needs of individual children from differing cultures and religious backgrounds, and stages of development
19. To be aware of the high profile of the setting and to uphold its standards at all times
20. To actively promote and support the safeguarding of children and young people in the workplace, ensuring policies and procedures are observed at all times.

Person Specification

Essential	Desirable
<p>Skills, aptitude, knowledge and experience</p> <ul style="list-style-type: none"> • Previous experience of caring for, or working with children aged 0-5 in a voluntary or paid capacity • An understanding of the Early Learning Goals • Knowledge of the National Standards for the regulation of Childcare provision • A commitment to the provision of high quality childcare • A positive approach to learning and gaining new skills through teamwork and training opportunities 	<ul style="list-style-type: none"> • Interest in the care, learning and development of young children • An understanding of the Foundation Stage curriculum
<p>Personal qualities</p> <ul style="list-style-type: none"> • Good organisational, record keeping and planning skills • Punctuality • Excellent communication skills, with children, colleagues, advisors and parents/carers/. • Patience • Empathy with children, colleagues and parents/carers/ • Reliability and trustworthiness • Must have an outgoing personality, flexible, hardworking and passionate about children's learning, play and development. • A positive approach to inclusive practice, with children and colleagues • Enthusiasm for working with young children 	<ul style="list-style-type: none"> • Able to work in small teams • Outgoing personality, flexible, hardworking and passionate about children's learning, play and development • Flexibility – occasionally working hours might be changed, e.g. if the setting hosts a Parent's Evening
<p>Qualifications</p> <ul style="list-style-type: none"> • Minimum requirement is the Completion of a recognised Level 3 Childcare qualification, e.g. Level 3 Certificate for the Children & Young People's Workforce, NVQ Level 3 in Children's Care, Learning and Development – or equivalent • A positive approach to gaining further qualifications and a commitment to continuous professional development • Some understanding of the importance of Health & Safety and Food Hygiene in the workplace 	<ul style="list-style-type: none"> • Completion of a recognised Level 3 Childcare qualification, e.g. Level 3 Diploma for the Children & Young People's Workforce, NVQ Level 3 in Children's Care, Learning and Development – or be working towards completion • Completion of Safeguarding Awareness course (Group 2) • Health & Safety certificate • First Aid certificate • Completion of other relevant courses

Appointment to the post relies on Enhanced DBS check and two satisfactory references. These would be obtained prior to commencement of employment.

NB

The above details are not exhaustive, and the post-holder may be required to undertake tasks, roles and responsibilities as may be reasonably assigned to him/her by the school Principal or her representative. This job description may be reviewed at any time via consultation between the management team and the post holder as may be necessary and appropriate to the needs of the nursery.