**Job Description**

The Key Person will work as part of a class team under the guidance of a Class Leader and is responsible for the education and care of children between the ages of 2 and 5 years old.

**Main Responsibilities**

* To work effectively as a member of a class team to consistently provide a safe, caring and stimulating environment for all children, in line with the Early Years Foundation Stage framework
* To be responsible for a group of ‘Key Children’ and plan, teach and assess those children in line with the Early Years Foundation Stage framework, providing a wide variety of activities for the children that are suitable to their individual stages of development
* To demonstrate a commitment to best practice
* To ensure that children’s records (assessment and ‘special books’) are up to date and of a high standard
* To demonstrate a thorough understanding of what constitutes good safeguarding practice
* To demonstrate a thorough understanding of what constitutes good health and safety practice
* To demonstrate a strong commitment to equal opportunities and inclusive practice
* To be approachable, and to establish and maintain excellent relationships with parents
* To work as part of a team to ensure the provision of high quality environment
* To ensure the maintenance of high standards of cleanliness and hygiene for the children attending the nursery. This can include changing nappies and toilet training, where appropriate
* To ensure that all policies/procedures and risk assessments are read, understood and adhered to, including those relating to safeguarding and health & safety
* To attend and contribute to staff meetings, INSET days, parent’s evenings, and occasional social functions
* To be aware of the high profile of the Nursery School and to uphold its high standards at all times both within work hours and outside
* To demonstrate confidentiality and integrity and respect the confidential nature of all information received
* To carry out any other duties requested by the Head Teacher, Deputy Head Teacher or Class Leader that may reasonably be expected from a Nursery Practitioner
* To have a high regard for the culture of the school and Alpha Plus Group.

**Person Specification**

The successful candidate will possess the following experience, qualifications and qualities:

* Warmth, approachability and sense of humour
* The ability to work in harmony with colleagues
* A high level of commitment to the post
* A genuine interest in and enthusiasm for working with young children, with high and thorough (but realistic) expectations of them
* A commitment to working in partnership with parents
* A knowledge of the Early Years Foundation Stage
* A recognised Early Years qualification or teaching qualification and experience of working with young children
* High standards with regard to attendance, punctuality and appearance.