

KEW GREEN
nursery



JOB DESCRIPTION BROCHURE FOR:

Nursery Practitioner

Creativity / Collaboration / Confidence / Communication

www.kewgreennursery.com

 GARDENER
SCHOOLS GROUP

KEY TASKS AND RESPONSIBILITIES

Responsible to: Head of Nursery

Key Responsibilities:

Safeguarding and Child Protection:

- To understand and be proactive in your role in safeguarding, alert to issues of safeguarding children and child protection.
- To read, understand, and demonstrate knowledge of the most up-to-date version of KCSIE, undertaking relevant training when required.
- Ensure the welfare and safety of children attending the Nursery are promoted and safeguarded.
- To report any child safety/protection concerns appropriately and immediately, following the safeguarding policies, procedures, and practice.
- To understand and adhere to the requirements under the prevent duty.
- To lead by example and drive the culture of Safeguarding Children and professional behaviour.
- Advise the Head of the Nursery of any concerns. E.g., child protection, and safety of equipment.

EYFS Curriculum

- In line with the Kew Green Nursery and whole-school EYFS standards for pedagogy, lead and support the curriculum to ensure the delivery of an inquiry-based curriculum, with a child-centered approach operating all aspects of the Nursery.
- Plan and deliver short-term and long-term collaborative projects.
- Deliver the highest quality Early Childhood practice and experiences for all children in the setting, including those with Special Educational Needs and/or Disability.
- To deliver inclusive practice and behaviour management within the team, including children with Special Educational Needs and/or Disability.
- To meet the needs of all children so that their needs and capabilities are fostered and nurtured to develop and build individual success.
- To ensure that all children are treated as individuals and that they are supported through our approach to planning in line with the EYFS.
- Act as a Key Person to a group of young children, working closely with parents/carers to ensure each child's needs are recognised and met.



- Promote emotional wellbeing.
- Supervise and support the lunchtime routine, in line with the policies and procedures and ensure high supervision of children is always maintained.
- Meet the individual dietary, health, comfort, and care needs of each individual child.
- To support and attend Nursery trips.

Environment

- Encourage an enriching learning environment, with an open and innovative thought process, where all ideas are valued.
- Ensure an enabling, stimulating, and engaging environment is always maintained, effectively using both the indoor and outdoor spaces.
- To provide a happy, stimulating, safe, and secure environment where all children are encouraged to meet their potential.

Pupil Progress

- Have a child-centred approach, ensuring the observation and planning progress meets the children's needs and interests (in line with the Quality Assurance Framework).
- Through the effective delivery of a key person approach, complete accurate and effective assessments, when necessary, to reflect the needs, interests, and stages of development of the child.
- To effectively report on the progress of children to parents and maintain an excellent level of communication with parents.
- To attend Parents' meetings.

Health & Safety

- To comply with the Health & Safety policies.
- To promote good hygiene practices in the Nursery and maintain high standards of cleanliness.
- To always ensure the security and safety of staff and children, in line with statutory and organisational requirements.

Community

- To be part of and contribute to the strong, positive, and dynamic community at Kew Green Nursery and Kew Green Preparatory School.
- Communicate effectively with the parents.
- Attend and support Nursery events with parents and the wider community throughout the school year.
- When required, attend Kew Green Preparatory School events.
- To develop strong links and collaborate with the team at Kew Green Preparatory School.



ESSENTIAL

- Full and relevant Level 2 qualification.
- Previous experience of working as a Key Person.
- Commitment to and knowledge of safeguarding in EYFS settings.
- Excellent understanding of the EYFS.
- Evidence of continuous professional development.
- Excellent organisation and time management skills.
- Enthusiasm for the ethos of Kew Green Nursery and Kew Green Prep School.
- A passion for Early Years.
- A forward-thinking, adaptable, creative, and positive mindset.

DESIRABLE

- Undergraduate or Foundation Degree in Early Childhood Studies, or other relevant subject.
- EYPP/EYTT or QTS.
- Knowledge of First Aid procedures and possess a Full Paediatric first aid qualification.
- Knowledge of the Family system.
- Experience in and ability to lead a specialist area (e.g., French, Spanish, Drama, Dance).

OTHER

The duties and responsibilities in this job description are not restrictive and the post holder may be required to undertake any other duties which may be required from time to time. Any such duties should not, however, substantially change the general character of the post.



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