



Job Title	Early Years Foundation Stage Practitioner
Date	March 2023
Department	Coram House Nursery
Reports to	Head of Early Years Foundation Stage

Purpose of the Role
<p>To provide a high standard of physical, emotional, social and intellectual care for children place in the setting.</p> <p>To work as part of a team in order to provide an enabling environment in which all individual children can play, develop and learn.</p> <p>To build and maintain strong partnership working with parents to enable children’s needs to be met.</p>

Departmental Information
<p>Coram House nursery is part of the EYFS and sits within Coram House Junior school using the facilities of the whole school. It is made up of a team of Head of EYFS, TA and another EYFS Practitioner.</p>

Main tasks and responsibilities
<p>To effectively deliver the EYFS ensuring that the individual needs and interest of children in the setting are met (in conjunction with other team members)</p> <p>To keep digital records of your key children’s development and learning journeys and share with parents, carers and other key adults in the child’s life.</p> <p>Support all staff and engage in a good staff team.</p> <p>To develop and maintain strong partnerships and communication with parents/carers to facilitate day-to-day caring and early learning needs.</p> <p>To ensure the provision of a high -environment to meet the needs of individual children having an awareness of any disabilities, family cultures and medical histories.</p> <p>To advise manager/deputy of any concerns, e.g. over children, parents, the safety of the environment, preserving confidentiality as necessary.</p> <p>To be involved in out of working hours activities, e.g. training, monthly staff meetings etc</p> <p>To be flexible within working practices of the setting, undertaking other responsible duties where needed, such as domestic tasks, preparation of snack meals, cleansing of equipment, etc.</p>

To work alongside the manager and staff team to ensure that the setting's philosophy is fulfilled.

To read, understand and adhere to all policies and procedures relevant to your role and the safe running of the setting.

To develop your role within the team, especially with regard to being a key person.

To keep completely confidential any information regarding the children, their families or other staff that is acquired as part of the job.

To be aware of the high profile of the setting and to uphold its standards at all times, both in work hours and outside.

To ensure good standards of safety, hygiene and cleanliness are maintained at all times.

To undertake and lead on additional responsibilities such as SENCO, training co-ordinator, safeguarding Officer etc.

Person Specification

Educational Attainment

Minimum of a relevant and recognised Level 3 qualification

Evidence of ongoing personal development training

Desire to continue with professional development

A recognised Professional Status i.e. Early Years Professional Status (EYPS)

Recent Paediatric First Aid certificate

Basic Food Hygiene

Experience, Knowledge and Skills

Essential

A strong regard for pupil safety and well-being

Respect for diversity, as you'll be working with pupils from a range of backgrounds

Knowledge of legislation relevant to Early Years such as EYFS, SEN, safeguarding, Childcare Act 2006

Knowledge of Child Development and children's needs

Desirable

A willingness to keep up to date with educational policy and training related to your role

High level of confidence in the use of technology

Ability to write legibly

Good presentation skills

Possess a level of general computer literacy

<p>Ability to work with parents/carers/families to encourage partnership working</p> <p>A positive approach to working with children and the ability to motivate, inspire and build rapport</p> <p>Interpersonal skills to build relationships with pupils, parents, teachers and governors</p> <p>Reading, writing, numeracy and communication skills</p> <p>Excellent team working skills</p> <p>Patience</p> <p>A flexible approach to work, as you'll be involved in a range of school-related activities such as cooking, art and science projects and forest school</p> <p>Organisational skills</p> <p>A professional attitude to work</p>	
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Ackworth School is committed to safeguarding and promoting the welfare of children and young people. All staff and volunteers are therefore expected to behave in such a way that supports this commitment. All staff are required to understand and adhere to the Schools Health and Safety policies.

Job descriptions may be subject to review from time to time and can be altered or amended to meet the changing requirements of the School. They are not designed to limit the extent of the role but instead to outline the main tasks and responsibilities.