

TOCKINGTON
MANOR SCHOOL
AND NURSERY



NURSERY PRACTITIONER



NURSERY PRACTITIONER

We are looking for a dedicated Nursery Practitioner who is passionate and confident about childcare. You should have a genuine love of working with young children, between 2 - 4 years of age, with a commitment to providing outstanding care and education. Practitioners will always respect the safeguarding of children and ensure that all policies and procedures are observed.



Tockington Manor School is a small independent Preparatory school and nursery, educating boys and girls from 2 – 13 years of age. The school is situated in the village of Tockington, a few minutes' drive from Junction 16 of the M5, just north of the city of Bristol. The school and its nursery sit in 28 acres of beautiful grounds, providing a safe, secure and happy environment for its pupils. Boasting first class sports pitches, a 25 metre indoor swimming pool and an all-weather pitch, it is also home to one of the largest privately owned arboretums in the UK. Recent projects completed include brand new Music and Performing Arts Suite, and an Art Studio.



This is a full-time* position (term time and holiday club cover) constituting 36 hours per week. *However, we will consider applicants who wish to work part time.

Benefits include:

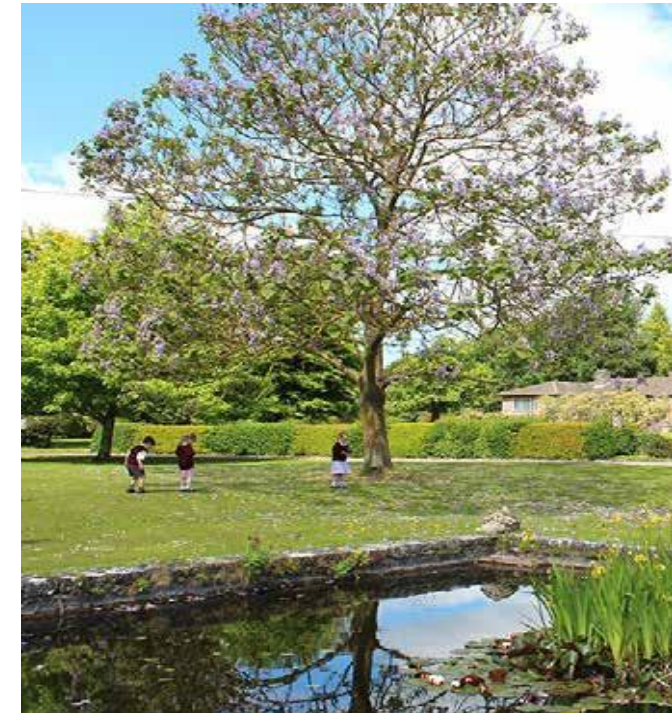
- Free lunches and refreshments throughout the day
- Pension
- Use of swimming pool and sports facilities
- Onsite parking is provided

Tockington Manor School is committed to safeguarding and promoting the wellbeing of children and young people. We expect all staff to share this commitment and, consequently, appointment is subject to successful completion of all relevant employment checks, including enhanced DBS disclosure.

For further details please see the full job description and person specification below. Any questions please contact our HR Officer, by phone on 01454 613229 or email recruitment@tockingtonmanorschool.com

To apply, please complete our application form and email to recruitment@tockingtonmanorschool.com. Closing date is Sunday 17 January 2021 with interviews being held within 10 days following. We reserve the right to bring the closing date forward.

Tockington Manor School
Tockington
Bristol
BS32 4NY
Tel: 01454613229
www.tockingtonmanorschool.com





JOB DESCRIPTION

JOB TITLE:	NURSERY PRACTITIONER
DEPARTMENT:	NURSERY
REPORTS TO:	NURSERY TEAM MANAGER

OVERVIEW

We are looking for a dedicated Nursery Practitioner who is passionate and confident about childcare. You should have a genuine love of working with young children, between 2 - 4 years of age, with a commitment to providing outstanding care and education. Practitioners will always respect the safeguarding of children and ensure that all policies and procedures are observed.

TERMS SPECIFIC TO THE ROLE

This is a full-time position (both term time and holiday club cover) constituting 36 hours per week. Holiday club working pattern is flexible and term time working pattern is fixed:

Mondays 12-4.30pm, Tuesdays 8.30am-6pm and Wednesday-Friday 8.30am-4.30pm*
*30-minute unpaid lunch break Tuesdays-Fridays

You will be enrolled into the school's support staff pension scheme and will be entitled to lunches (weekdays) and tea/coffee throughout the day. Use of the school's facilities, including the swimming pool can be used where available. Onsite parking is provided.

MAIN RESPONSIBILITIES

The main responsibilities of the post are to:

Supporting the children

- support learning using the EYFS framework, carry out child observations and keep records up to date
- develop and maintain strong partnerships and communication with parents to facilitate day-to-day caring and early learning needs
- be a key person responsible for forming a relationship with children and parents and forming and building their learning journey
- prepare and support age related activities for children
- create a safe, inclusive and welcoming surrounding and environment for the children

Supporting the nursery and school

- build and develop strong professional working relationships
- work flexibly and effectively as part of a larger team with fellow staff
- respect and value all children, parents and staff

The duties and responsibilities highlighted are indicative and not exhaustive. The post holder will be expected to undertake other duties and responsibilities where required, relative to the nature and scope of the role.

PERSON SPECIFICATION



JOB TITLE:	NURSERY PRACTITIONER		
DEPARTMENT:	NURSERY		
REPORTS TO:	NURSERY TEAM MANAGER		
	Essential	Desirable	Assessed via
Qualifications and Professional Development			
At least an NVQ Level 3 in childcare qualifications or equivalent	✓		Application
Skills and Abilities			
Ability to develop trusting relationships with children	✓		Application Interview
Flexible, adaptable and positive attitude to working in a structured environment	✓		Application Interview
Ability to work on own initiative, including recognition of the appropriate level at which to refer issues elsewhere for effective resolution	✓		Application Interview
Good level of correct spoken English and general communication skills to promote and develop effective working with pupils and colleagues	✓		Application Interview
Proven communication and inter-personal skills evidenced by dealing with a diverse range of contacts about potentially complicated and/or sensitive issues	✓		Application Interview
Proficiency in record-keeping, as well as good computing and IT skills	✓		Application Interview
Knowledge and Experience			
Experience of working in an early years setting will be an advantage		✓	Application Interview
An understanding of children's development and their needs in line with the EYFS framework	✓		Application Interview
An appreciation of good communication and sensitivity when interacting with parents		✓	Application Interview
Personal Competencies and Qualities			
Ability to work effectively within a team and developing positive relationships with children, parents and staff	✓		Application Interview
Flexible and ability to adapt quickly	✓		Application Interview
A positive 'can-do' attitude with enthusiasm and a willingness to learn	✓		Application Interview
Commitment to the safety and safeguarding of children, parents and staff	✓		Application Interview
Have a calm, positive and enthusiastic approach	✓		Application Interview



Willingness to undertake training as and when required	✓		Application Interview
Demonstrate a passion and vision for continuous improvement of the school's working environment	✓		Application Interview
