



Orion Little Stars

Job title: Level 3 Qualified Early Years Practitioner

Location: Bromley

Salary: £25k-28k p.a. full time equivalent

We are looking for both 4 days per week and 3 days per week:

Hours: 38 hours per week over 4 days term time only 39 weeks per year – actual salary £21,384.73 - £23,950.90

Hours: 28.5 hours per week over 3 days term time only 39 weeks per year – actual salary £16,038.55 - £17,963.18

Reports To: Room Leader

About Us:

Orion Community Foundation is an ambitious and growing charity dedicated to addressing inequality in the communities we serve.

As part of this mission, we are excited to announce the establishment of a new group of three nurseries, Orion Little Stars, in Bromley.

Job Purpose: To provide high-quality care and education for children, ensuring their safety, well-being, and development in accordance with the Early Years Foundation Stage (EYFS) framework.

Key Responsibilities:

- **Childcare and Education:** Plan and implement engaging and age-appropriate activities that promote children's physical, emotional, social, and cognitive development.
- **Observation and Assessment:** Conduct regular observations and assessments to monitor children's progress and identify areas for development.
- **Health and Safety:** Ensure a safe and clean environment, adhering to health and safety regulations and policies.
- **Parent Partnership:** Build strong relationships with parents and carers, providing regular updates on their child's progress and development.
- **Team Collaboration:** Work collaboratively with colleagues to create a supportive and inclusive environment.
- **Professional Development:** Participate in ongoing training and professional development opportunities to stay current with best practices in early years education.

Essential Duties:

- Maintain accurate records of children's development and learning.
- Support children with special educational needs and disabilities (SEND).



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- Implement safeguarding policies and procedures.
- Prepare and serve meals and snacks, ensuring dietary requirements are met.
- Attend staff meetings and contribute to the planning and evaluation of the setting's activities.

Person Specification: Level 3 Qualified Early Years Practitioner

Qualifications:

- Level 3 Early Years Educator qualification or equivalent.
- Paediatric First Aid certification.
- Safeguarding training.

Experience:

- Desired, but not essential, 2 years' experience working in an early years setting.
- Experience in planning and delivering educational activities for young children.
- Experience in working with children with SEND.

Skills and Abilities:

- Strong understanding of the EYFS framework.
- Excellent communication and interpersonal skills.
- Ability to work effectively as part of a team.
- Strong observational and assessment skills.
- Ability to create a safe and stimulating environment for children.

Personal Attributes:

- Passionate about early years education and child development.
- Patient, caring, and empathetic.
- Highly organized and able to manage time effectively.
- Flexible and adaptable to changing needs and environments.
- Committed to continuous professional development.

Desirable:

- Knowledge of additional languages.



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- Experience with outdoor learning and forest school activities.