

North Curry C of E (VC) Primary School

Job Description – Nursery Practitioner 2023/24

Together Everyone Achieves More

Through.....
Loving learning, loving each other and loving life
itself
AGAPE: The Good Samaritan (Luke 10: 25-37)



Post: Nursery Practitioner

Grade: Point 2 £22,970.49 increasing to Point 6 £24,538.75 after six-month successful probation

Hours: 8.00am to 6.00pm (40 hours per week, 4 days a week, all year round)

Responsible to: the Nursery Manager/Headteacher

Main duties/responsibilities

Role Purpose
Deliver high quality care and education, ensuring the requirements of the EYFS are met.
Promote positive relationships in the early years' setting with children, parents and other professionals.
Support the children's development, learning and play, through key person approach.
Be a Key Person carrying out all related responsibilities in building relationships with a small group of children and their families.
Demonstrate high quality practice that meets the needs and interest of the children in the setting.
Ensure high standards of safety, security and well-being of all children, staff and visitors at all times.
To ensure that safeguarding procedures are understood and adhered to at all times.
Performance Requirements
To be part of a team that provides a purposeful, stimulating environment that is rich in learning opportunities, both indoors and outdoors. Activities should take into account children's abilities, interests, language and cultural backgrounds.
To be flexible within working practise of the nursery and be prepared to help where needed; including undertaking domestic jobs within the nursery e.g. preparation of snacks, cleaning

of equipment, putting bins out etc.
To maintain confidentiality with regard to the children, their families and staff.
Work well as part of a team to ensure the smooth running of the nursery.
Attend staff meetings and training sessions necessary for continuing professional development.
Participate in all self-development activities including appraisals and supervisions.
Maintain staff ratios in accordance with statutory regulations.
Childcare
Reflect on daily practice and identify areas for continual improvement.
Ensure that settling-in and transitions are well managed for all children, ensuring continuous communication to parents, carers and colleagues.
To ensure effective communication with staff and families through participation in staff meetings, parents evenings and events held by the nursery.
Deal with any parent/carer concerns in a timely manner, escalating any issues to your Line Manager as necessary.
To support the planning and implementation of activities with individual or groups of children; promoting effective teaching and learning.
To promote the inclusion of all children.
Participate in the Key Person's system and be responsible for a group of children including monitoring, assessing, recording and reporting on their development and progress. Ensuring that key children's files are up to date.
Observe and plan appropriately for the children.
Practice positive behaviour management techniques.
Environments
Check premises daily and remove or action any potential hazards.
To promote good hygiene practices in the nursery and maintain high standards of cleanliness.
Sustainability
To work in partnership with the Management Team to ensure that the nursery is effectively marketed and that you act as an advocate for the setting.
To offer excellent levels of customer service to all visitors.

To work in partnership with parents and carers. To provide objective and accurate feedback to parents and carers to support the child’s learning and next steps.
To work in partnership with other professionals (Family Support, Speech Therapists, SENDCo etc.) to support the children’s learning and next steps.
Attend parent’s evenings and meetings as required.
General
Show a willingness to undertake additional roles to meet the needs of the nursery, children and colleagues.
Keep your professional knowledge up to date through both internal and external training, showing a commitment to professional development.
To maintain the high profile of the school and nursery and uphold its standards at all times.
To report any health and safety concerns to the school office.
To follow safeguarding policies and procedures at all times.

Review Date: **October 2024**

Signed:	Head teacher:	Date:
	Nursery Manager:	Date:
	Nursery Practitioner:	Date: