



JOB DESCRIPTION

Job Title:	Nursery Practitioner
Line Manager:	Nursery Manager

The job role:
<p>The role is:</p> <ul style="list-style-type: none"> • To provide a high standard of physical, emotional, social and intellectual care for boys in the nursery. • To work as part of a team in order to provide an inclusive and enabling environment in which all boys can play, develop and learn. • To support the Nursery boys communicating effectively with the boys' key person on how they are managing and progressing as well as any challenges perceived that they present. <p>All staff share the responsibility for promoting and safeguarding the welfare of the pupils, in accordance with the School's Child Protection and Safeguarding Policy.</p> <p>Key Responsibilities:</p> <ul style="list-style-type: none"> • To contribute to the planning and implementation of the EYFS (Early Years Foundation Stage) and any other national programmes/strategies to promote effective teaching and learning. • To effectively deliver the EYFS, ensuring the individual needs and interests of the children are met. • To keep records of key children's development and learning, recording targets and interventions as appropriate. • To meet the needs of children with SEND through planning, assessing and documenting a provision map. • To write quality observations and reports using appropriate ICT skills. • To contribute the highest standard of physical, emotional, social and intellectual care for children placed in the Nursery. • To be responsible for promoting and safeguarding the welfare of children. • To give support to all staff and engage in a good staff team. • To implement the positive daily routine in each room. • To work as a member of a team to provide at all times a safe, caring, stimulating environment for the children, in line with The Early Years Foundation Stage. • To respect confidentiality. • To promote the inclusion and acceptance of all children, providing equity in the classroom and giving opportunities for all to learn and develop. • To attend activities out of normal working hours including: training, INSET, Staff Meetings, Parents' Information Evenings, Open Events, • To ensure that all policies/procedures and risk assessments are read, understood and adhered to. • Working alongside the Nursery Manager with the staff team, to ensure that the ethos of the school is fulfilled. • To liaise with and support parents and other family members in a positive and respectful way. • To be flexible within working practices of the Nursery. Be prepared to help where needed, including undertaking certain domestic jobs, e.g. preparation of snack meals, serving meals, cleaning of equipment, setting up and tidying of rooms, etc. • To contribute to and ensure that each child's record is up to date. • To record accidents and incidents according to policy and on the correct forms. • To keep up to date and implement health and safety requirements.

- To ensure a child is collected by the parents or the authorised person in line with School policy.
- To contribute to a programme of activities suitable for the age range of children in Nursery, in conjunction with other staff. For example, forest school, baking.
- To prepare and complete activities to suit the child's stage of development. This should be a mix of child-led, 'in-the-moment' planning and adult-directed activities.
- To ensure the provision of a high-quality environment to meet the needs of individual children from differing cultures and religious backgrounds, medical needs and stages of learning and development.
- To prepare the indoor and outdoor learning environments, ensuring the resources and equipment are available and put away when appropriate.
- To design and construct classroom displays.
- To ensure mealtimes promote good manners and eating habits.
- To wash and change children as required.
- To ensure the maintenance of adequate standards of cleanliness and hygiene for the children attending the Nursery.

Other Duties

Staff are expected to carry out other duties as reasonably requested by the Nursery Manager and Headmaster.

Staff Handbook

To follow the directions contained in the Staff Handbook, which change from time to time.

Review Arrangements:

The details contained in this Job Description reflect the content of the job at the date it was prepared. It is inevitable that over time the nature of the job may change. Existing duties may no longer be required and other duties may be gained without changing the general nature of the post or the level of responsibility entailed. Consequently, the School will expect to revise this Job Description from time to time in consultation with the postholder.