



Early Years' Educator

This post is a variable hour's post, with an initial contract of 35.25 hours per week, worked Monday to Friday, term time only from 8:15 am – 3:30pm (5.00pm on a Wednesday).

Grade 4

JOB DESCRIPTION

You will be under the direction and support of the classroom teacher and Headteacher

Your role will involve the following duties:

- To contribute a high standard of physical, emotional, social and intellectual care for children placed in the nursery school
- Work alongside our 'Image of the Child' to ensure all children succeed and achieve
- To contribute to a planned programme of activities for children to promote effective learning under the EYFS in conjunction with other staff
- To assist in providing an atmosphere in which effective learning can take place
- Maintain good behaviour among the children
- Ensure the Nursery remains a safe and inclusive place to be at all times
- To take care for their own and other people's health and safety
- To assist with preparation of resources and maintaining a clean and tidy environment
- To assist in monitoring, displaying and the removal of work displays
- To assist with the supervision of pupils and basic food preparation
- To support the promotion of positive relationships with parents and outside agencies, including communicating effectively with parents on a regular basis
- Liaise with and support parents/carers and other family members
- To report information from parents/carers as directed
- To be aware of the confidential nature of issues related to home/pupil/teacher/school work
- To assist in the specific medical/care needs of pupils when specific training has been undertaken
- Be committed to your own training and professional development
- To attend training and update other staff through meetings / INSET
- Be committed to safeguarding all children
- To work within school policies and procedures
- Participate in appraisal and supervision

