



Rosh Pinah
Primary School

JOB DESCRIPTION: Early Years Nursery Practitioner

TA Level 3 Pay Spine: New NJC 10-14

Reports to: Assistant Headteacher for Inclusion

MAIN PURPOSE OF JOB

- This is an ideal role for someone who is able to work independently and has a real ability to instil confidence in all children and parents/carers at the Nursery, as well as working as part of a fun and experienced team.
- The NVQ3 will be expected to build good working relationships at every level, working in partnership with parents and other staff members.
- The NVQ3 must be approachable, friendly and able to communicate effectively at all times.
- At all times, the NVQ3 will respect the confidentiality of sensitive family and Nursery information.
- The NVQ3 must ensure that the safety of children is paramount at all times.

KEY ACCOUNTABILITIES

- To ensure the children are cared for in a happy, safe and stimulating environment.
- To supervise the children and also be responsible for their physical, emotional, social and intellectual well-being.
- To ensure that the planning meets the children's individual developmental needs and reflects their interests.
- To encourage children to develop socially.
- To ensure that the safety of children is paramount, and be aware of any potential dangers around them.
- To plan and participate in activities to engage and teach the child, e.g music, painting, reading etc.



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- To liaise with parents and your surrounding team members, monitor progress, keep records and reports, and communicate any suggested improvements that can be made to help the child's development.
- To assess children's development against age related expectations.
- To create a welcoming and family friendly environment.
- To ensure that you help maintain the health and safety guidelines, being reliable, proactive and enthusiastic at all times.
- To ensure confidentiality at all times.
- To ensure the EYFS is promoted within the setting and the principles adhered to.
- To ensure the policies and procedures of the setting are implemented at all times.
- To ensure effective communication between the staff and parents/carers.
- To regularly attend and participate in staff meetings.
- To report to the Assistant Headteacher for Inclusion in the first instance regarding your role.