



Level 3 Nursery Practitioner Job Description

Job Summary

To work as a member of the nursery team to ensure that all children attending the setting receive high quality care, are kept safe and receive rich and stimulating play experiences which meet their individual needs.

Key Responsibilities

- Provide high standards of quality within the nursery including the environment, resources and experiences offered to children.
- Observe, support, and extend children's learning. Plan appropriately for children using the Early Years Foundation Stage (EYFS) curriculum for guidance.
- Maintain accurate and effective children's records.
- Work in partnership with parents/carers and other family members.
- Demonstrate good practice regarding special needs and inclusion.
- Work with the Childcare and Education team to continuously improve quality of childcare and education.
- Ensure that children are kept safe, and that staff understand
- when necessary, follow, Child Protection Procedures.
- Ensure that the nutritional needs of the children are met and
- that Food Safety Regulations are complied with.
- Work with area SENDCOs, EYFS advisors, health professionals and local Children's Centre programmes as appropriate.
- Comply with the statutory framework for the EYFS or relevant statutory regulations for Scotland and Wales, relevant legislation including the Children Act 1989 and 2004.
- Develop and maintain highly professional working relationships with advisory teachers, schools, area SENCOs and other agencies that may visit the setting.
- Learn about current developments in childcare and education policy and practice.
- Be a key person carrying out all related responsibilities in building relationships with your key group of children and their families.

Personal

- Attend staff meetings and training sessions as required.
- Be responsible for participating in all self-development activities,
- including peer on peer observations, appraisals, supervisions etc.

Health and Safety

- Undertake a shared responsibility for health, safety, and cleanliness throughout the nursery.
- Ensure the general cleanliness of the children at all times.
- Adhere to all Health and Safety policies and procedures

- Be fully aware of all emergency and security procedures e.g. fire precautions, security, dropping off and collection of children.
- Operate the highest standard of hygiene and cleanliness in the bedding and nappy changing area and food surface areas.

General

- Adhere to all company policies and procedures including attendance at meetings and any other duties as required and requested by management.
- Ensure the company's policies on diversity and equal opportunities are adhered to including promoting British values.
- Ensure safeguarding training is up to date. All staff must have regard for the need to prevent people from being drawn into terrorism. (Prevent Duty/Counter-terrorism and security act 2015)

Operational

- Promote the nursery to current parents and potential customers.
- Work with the manager and inspectors during inspections by regulatory bodies and to assist in the implementation of any recommendations.

Staff

- Work and communicate as a team with other staff members. Support and mentor students.
- Be responsible for participating in all self-development activities including at times appraisals, peer on peer observations, team building exercises, supervisions etc.

Communication

- Develop and promote parent/carer partnership and involvement.
- Be responsible for communicating/sharing information with room staff and colleagues via room meetings, and room information books.