

Job Description

Job Title:	Early Years Practitioner
Grade:	Grade 7
School:	Woodfield Primary School
Hours:	Term Time Only 35 hrs per week, Monday to Friday 8:15am to 3:45pm with a 30min lunch break as directed Open to negotiation if different hours are required
Responsible to:	Head Teacher/Deputy Head Teacher/Head of Early Years
Supervisory responsibility:	None This appointment is approved by the governors of the school. All support staff should endeavour to maintain the high expectations of the school and must uphold the standards of personal and professional conduct at all times, ensuring honesty and integrity prevails in every situation. Support staff must maintain appropriate professional boundaries and respect the unique position of trust as support staff in school.

Main Purpose

As Early Years Practitioner you will play a role (overseen by the Head of Early Years) assisting with the development of the provision of the Early Years Foundation Stage curriculum striving for excellent practice at all times.

You will:

- Under guidance and with support from the Head of Early Years, meet the requirements for the effective planning, observation, assessment and recording of children's learning and development.
- Under guidance and with the support of the Head of Early Years, plan and organise activities, including the organisation of learning materials and resources, to comply fully with the EYFS curriculum
- Under guidance and with support of the Head of Early Years, plan and organise group activities to support development of Early Reading and Maths skills
- Interact with and support children to foster an enthusiasm for learning
- Develop children's curiosity and knowledge

- Promote the use of informed observation and other strategies to monitor children's activity, development and progress systematically and carefully and to use this information to inform, plan and improve practice and provision
- Work as part of a team with other members of foundation staff, including the Head of Early Years, to plan and coordinate provision both indoors and outdoors
- Promote equality of opportunity and positive behaviour management strategies
- Set a visible example to all staff, children and their families, and the wider school community
- Under guidance and with support from the Head of Early Years provide pastoral care and support to children and provide them with a secure environment to learn
- Support the development of children's basic skills, including physical, social, emotional and communication and language development
- Under the guidance and with support from the Head of Early Years develop and produce visual aids and teaching resources
- Promote and sustain a culture of collaborative and cooperative working between colleagues and other multi-agency professionals
- Maintain a positive proactive culture amongst foundation stage practitioners in being able to identify and support children whose progress, development or well-being is affected by changes or difficulties in their personal circumstances, ensuring that team members know when to refer them to colleagues for specialist support
- To work in partnership with parents/carers and families, providing formal and informal opportunities through which information about the children's well-being, development and learning can be shared to improve outcomes for children

Person Specification for the post of Senior Early Years Practitioner

Attributes	Criteria	Desirability
Experience	<ul style="list-style-type: none"> • Excellent record in Early Years • Excellent Early Years practice 	Essential Essential
Education and Training	<ul style="list-style-type: none"> • GCSE Maths and English at grade C or above or equivalent • Educated to degree level in Early Years, Early Childhood Studies or another relevant subject 	Essential Essential
General and Special Knowledge	<ul style="list-style-type: none"> • Sound knowledge of how children learn and develop • Sound knowledge of the EYFS • Demonstrate an up to date knowledge of current thinking in developments in Early Years • Have an awareness of Health and Safety legislation and Equal Opportunities 	Essential Essential Essential Essential
Skills and Abilities	<ul style="list-style-type: none"> • Excellent record in Early Years practice • A good role model, able to joint lead and inspire a team • Be able to demonstrate reliability • A confident and sensitive communicator with adults and children alike • Be able to work as part of a team • Have excellent organisational and time management skills • Be able to keep accurate and timely records • Be able to work under pressure without supervision • Be self-disciplined and patient • Be honest, reliable and flexible • An enthusiastic approach to work • Have a professional attitude and manner • The ability to implement and manage change • The ability to liaise with outside bodies in a professional manner • Self-motivated 	Essential Essential Essential Essential Essential Essential Essential Essential Essential Essential Essential Essential Essential Essential