Job Title: Level 3 Early Years Practitioner for Robin Hood Pre - School

Location: Holy Trinity CE Primary School, Robin Hood Pre-School, Cuckfield
Reports to: The Pre – School Manager, Headteacher
Contract Type: Part-Time, but flexibility needed, Hours to be agreed
Salary:

Job Purpose

To support the care and education of children from 2 - 4 years old in the Early Years Foundation Stage (EYFS), ensuring a safe, nurturing, and stimulating environment that promotes all aspects of a child's development. As a Level 3 practitioner, you will work under the supervision of senior staff to implement activities and routines in line with EYFS principles.

This role will also include working during 'Wrap Around' times eg 7.30am onwards & 3.00pm – 6.00pm. School Holiday club hours also available on an ad-hoc basis.

Key Responsibilities

- Support the ethos and culture of Holy Trinity CE Primary, Robin Hood Pre – School
- Uphold confidentiality and professionalism at all times
- Assist in planning and delivering a range of age-appropriate learning and play activities based on the EYFS framework
- Support the physical, emotional, and educational development of children in your care
- Provide a warm, safe, and inclusive environment where all children feel valued and respected
- Assist with dressing and personal hygiene which could include nappy changing. as required
- Help to maintain accurate records, including observations and assessments to track each child's progress
- Assist with the daily routines of the setting, including meal times, toileting, and rest periods
- Work in partnership with parents/carers, sharing information about their child's development, well-being and progress
- Promote positive behaviour and act as a role model to children
- Maintain a clean and safe environment in accordance with health and safety and safeguarding policies
- Attend regular team meetings, training sessions, and supervision as required
- Supervise the children during their lunchtime and assist with eating.

The duties and responsibilities in this job description are not restrictive and the post holder may be asked to undertake any other duties which may be required from time to time. Any such duties should not, however, substantially change the general character of the post.

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Person Specification

Essential:

- Minimum of a Level 3 qualification in Childcare or Early Years (e.g., CACHE Level 2 Certificate in Childcare and Education or equivalent)
- Knowledge of the Early Years Foundation Stage (EYFS)
- Be passionate about supporting children's learning and development, both indoors and outdoors
- Experience of working with children aged 2 –4 years (can include placement experience)
- Ability to work as part of a team and take direction from senior staff
- Good communication and interpersonal skills
- A commitment to safeguarding and promoting the welfare of children
- Willingness to undertake all training as required
- Implement essential policies and procedures agreed by Holy Trinity CE Primary School, their trustees and Governors
- Willingness to work at Robin Hood Pre School pre and after school 'wrap around care' as well as some planned days during the holidays

Desirable:

- Paediatric First Aid certificate.
- Safeguarding Children training.
- Experience in a nursery / Pre School or childcare setting beyond placement.
- Knowledge of SEND (Special Educational Needs/ Differences)

Additional Information

- All roles are subject to enhanced DBS checks and satisfactory references.
- Ongoing training and professional development opportunities will be provided.