



Supporting children,
young people and families

JOB DESCRIPTION

**POSITION: NURSERY PRACTITIONER
(TERM TIME)**

ACCOUNTABLE TO: ASSIGNED MANAGER (Supervisor/Deputy/Manager)

Overall purpose of Post

- To support the nursery team in providing quality early years provision, including physical, emotional, social and intellectual education and care for children age 0-5 in the setting whilst maintaining Ofsted regulations and welfare standards.

1. Key Tasks

- To support the nursery team in providing an enabling, welcoming environment in which all individual children play, learn and develop.
 - To act as a key person to a group of children, liaising closely with parents/carers and ensuring each child's needs are recognised and met.
- 1.1 To help with the setting and clearing up of the nursery, including preparation of snacks, meals and in the cleaning of the nursery and all nursery resources.
 - 1.2 To work within the timetable and rotas set by the Nursery Manager, whilst remaining flexible.
 - 1.3 To assist in planning and delivering creative and general play and learning activities following the Early Years Foundation Curriculum, including aspects of development and Characteristics of Effective Learning.
 - 1.4 To assist in providing a safe suitable and stimulating environment for children attending the nursery.
 - 1.5 To assist in keeping records, including Health and Safety checklists and completion of observations, learning journeys assessments, planning and evaluations.
 - 1.6 To work with parents/carers and co-workers in a positive and supportive way, presenting at all times an image and behaviours that are positive and of high quality.



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- 1.7 To promote FSN as an agency providing services for families and their children by actively signposting and referring.
- 1.8 To carry out tasks following set guidelines within the appropriate policies and procedures, supporting the nursery team in all duties.
- 1.9 To encourage and be supportive of Volunteers, Apprentices, Students and Work Placements.

2 **Other Duties**

- 2.1 To be aware of and work within and promote FSN's policies at all times and report any issues of concern and any complaints to the Supervisor/Deputy/Manager as necessary.
- 2.2 To undertake continuous professional development by attending supervision, training and meetings as and when required.
- 2.3 To carry out any other reasonable duties as requested by Management.

This Job Description outlines the general ways in which it is expected you will meet the overall requirements of this post.

The list of tasks is not an exclusive one and duties may be varied from time to time. This Job Description is subject to regular review.