Thrupp School Nursery

Job Description for Nursery Practitioner

Responsible to: Nursery Manager, Headteacher and Governors of Thrupp School Nursery

Main Purpose:

The Nursery Practitioner is expected to provide high quality childcare for families from the local community.

The role of the Nursery Practitioner is to ensure all children attending Thrupp School Nursery receive high quality care, are kept safe and are provided with planned and stimulating play experiences which meet their individual needs and support all aspects of the Early Years Foundation Stage (EYFS) curriculum.

Main responsibilities:

- To provide a safe, stimulating and welcoming environment that makes children, parents/ carers and students feel happy, safe, comfortable and valued.
- To ensure a high standard of physical, emotional, social and intellectual care and development for the children in Thrupp School Nursery.
- To be aware of social, intellectual, physical and emotional wellbeing of the children and provide appropriate fun and stimulating experiences to encourage independence and child initiated learning to take place.
- To ensure the Health and Safety policies and procedures are followed by all staff and users.
- To be responsible for any tasks delegated by the Manager.
- To implement the daily routine ensuring all requirements of the Statutory Framework are being met.
- To act as a key person, providing professional support to parent/ carer.
- As a key person, update allocated individual development records, maintaining confidentiality at all times such as assessment records, focus week paperwork and children's Care Plans.
- To establish and maintain a safe and healthy environment.
- To participate in curriculum planning and implementation providing an effective learning environment, meeting OFSTED requirements and the EYFS.
- To undertake appropriate continuous professional development and participate in team meetings such as staff meetings.
- Be responsible for updating registers, accident and medical records etc.
- Administer first aid and administer prescription medication when necessary following set guidelines within the appropriate policies and procedures.
- Carry out administration tasks as appropriate such as answer telephone calls.
- Carry out all responsibilities and activities within an equal opportunities framework.
- To work within agreed policies and procedures.
- Encourage parental involvement and support for the nursery.
- Work closely with the manager in the ordering of materials and equipment.
- To ensure the physical well-being of the child by meeting individual care & needs e.g. nappy changing, toilet training and hygiene, clothing and application of sun cream.

- To answer doors, greet visitors, parents/ carers in an appropriate manner ensuring identification at all times.
- To ensure children are signed in and out of the building.

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.