

**We are currently seeking a motivated individual to join our small well-established setting to work with our youngest children on a Thursday and Friday morning from 9am to 12.30 (7 hours per week).**

Ideally interested candidates will have at least a Level 2 in an appropriate childcare qualification. A level 3 qualification is desirable.

Please apply in person at the pre-school or contact us via telephone 01732 870 172 (term time only) or via email at [info@bettylewisnursery.co.uk](mailto:info@bettylewisnursery.co.uk) for more information.

Interviews will be held though the Summer holidays in order to be ready for a September 2020 start.

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**Betty Lewis Nursery School Limited  
EARLY YEARS CHILDCARE PRACTITIONER  
Job Description**

**Reportable to the Room Leader and Manager / Owners**

**JOB PURPOSE:** To provide inclusive play and learning opportunities for all children attending the childcare setting and to maintain a safe, stimulating and enjoyable environment

**MAIN DUTIES:**

1. To meet children's learning and development needs by providing stimulating and age-appropriate play and learning and development opportunities in the childcare setting, as directed by senior staff.
2. To be fully aware of the operational policies and procedures and ensure they are followed, implemented, monitored, reviewed and developed by all staff this includes ensuring that all accidents and incidents are recorded as outlined in the policies and procedures.
3. To supervise the children where appropriate and to protect them from dangerous or harmful situations.
4. To provide a high level of care that will enhance the children's general health and well-being and to ensure that all toys and equipment are clean and safe at all times.
5. Carry out observations in order to establish that the children's development, general health and well-being is being enhanced and maintain a consistent standard of observations and development records, including contributions to 2 Year Old progress checks as required.
6. To assist in providing a variety of outdoor activities to cover all areas of the children's development as well as supervising outdoor play in all weathers.
7. To act as a key person to a group of children.

8. To liaise with parents, carers and guardians about children's needs & to inform parents/carers how their child's session progressed.
9. To be aware of any special needs a child may have and informing other staff as appropriate. To ensure that every child's individual needs are known and met in an environment that is free from discrimination where each child is valued and respected.
10. To offer support and guidance to volunteers, students on placements and work experience in the room.
11. To share progress of key groups of children and contribute to the planning of activities and delivery of curriculum.
12. To contribute to and attend his/her supervisions.
13. To attend and contribute at regular staff/team meetings.
14. To adhere to the setting's safeguarding procedures to promote the welfare and safety of children within the setting and to share any welfare or child protection concerns immediately with the setting's safeguarding designated lead.
15. To liaise with other staff, where appropriate.
16. To attend any training events or meetings as identified by the Setting Manager / Room Leader.
17. To keep up to date with current good practice.

*This job description is not an exhaustive list of duties and you will also be required to carry out any other duties, be flexible and adaptable in accordance to your role.*