

Ben Recruitment

Nursery Practitioner NVQ Level 3 based in South London

Job Description

Purpose of Post

- 1 To provide a high standard of physical, emotional, social, and intellectual care for children placed in the Setting;
- 2 To give support to other personnel within the Setting;
- 3 To implement the daily routine in the base room.

Key Areas

- o Work with Children;
- o Team Work;
- o Liaise with Parents/carers.

Hours of Work

Monday to Friday, 8.00am – 6pm

Line Management Responsibilities

Supervision of Trainees/ Modern Apprenticeships and Nursery Assistants as required by Manager/Deputy Manager

Duties and Responsibilities

- 1 Operate a programme of activities suitable to the age range of children in your area in conjunction with other staff;
- 2 To keep a proper record of achievement file on your key children, for parents/carers;
- 3 Work with parents/carers of special needs children to give full integration in the Setting;
- 4 Support all staff and engage in a good staff team;
- 5 Liaise with and support parents/carers and other family members;
- 6 To be involved in out of working hours activities, e.g. training, monthly staff meetings, fundraising events;
- 7 To be flexible within working practices of the Setting. Be prepared to help where needed, including to undertake certain domestic jobs within the Setting, e.g. preparation of snack meals, cleansing of equipment etc.;
- 8 Work alongside the manager and staff team to ensure that the philosophy behind the project is fulfilled;
- 9 Recording accidents in the accident book. Ensure the manager has initialled the report before the parent receives it;
- 10 Look upon the Setting as a “whole” where can your help be most utilised, be constantly aware of the needs of children;
- 11 Ensure child is collected by someone known to Setting;

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12 To respect the confidentiality of information received;

13 To develop your role within the team especially with regard as a key worker;

14 Specific Child Care Tasks:

- The preparation and completion of activities to suit the child's stage of development;
- To ensure that mealtimes are a time of pleasant social sharing;
- Washing and changing children as required;
- Providing comfort and warmth to an ill child;

15 To ensure the Setting of a high-quality environment to meet the needs of individual children from differing cultures and religious backgrounds, and stages of development;

16 To be aware of the high profile of the Setting and to uphold its standards at all times.

17 To actively promote and support the safeguarding of children and young people in the workplace, ensuring Setting policies and procedures are observed at all times.

Nursery Nurse - Person Specification:

Essential/ Desirable:

Skills, aptitude, knowledge and experience

- Previous experience of caring for, or working with children aged 0-5 in a voluntary or paid capacity
- An understanding of the Early Learning Goals
- Knowledge of the National Standards for the regulation of Childcare provision
- A commitment to the provision of high-quality childcare
- A positive approach to learning and gaining new skills through teamwork and training opportunities
- Interest in the care, learning, and development of young children
- An understanding of the Foundation Stage curriculum

Personal qualities

- Good organisational, record keeping and planning skills
- Punctuality
- Excellent communication skills, with children, colleagues, advisors and parents/carers/carers.
- Patience
- Empathy with children, colleagues and parents/carers/carers
- Reliability and trustworthiness
- A positive approach to inclusive practice, with children and colleagues
- Enthusiasm for working with young children
- Flexibility – occasionally working hours might be changed, e.g. if the setting hosts a Parent's Evening
- Able to work in small teams

Qualifications

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- Completion of a recognised Level 2 Childcare qualification, e.g. Level 2 Certificate for the Children & Young People's Workforce, NVQ Level 2 in Children's Care, Learning and Development – or be working towards completion
- A positive approach to gaining further qualifications
- Some understanding of the importance of Health & Safety and Food Hygiene in the workplace
- First Aid Certificate
- Completion of a recognised Level 3 Childcare qualification, e.g. Level 3 Diploma for the Children & Young People's Workforce, NVQ Level 3 in Children's Care, Learning and Development – or be working towards completion
- Completion of Safeguarding Awareness course (Group 2)
- Health & Safety certificate
- Completion of other relevant courses

This post requires a DSB check as there may be periods of unsupervised access to children. An Enhanced DSB and satisfactory references would be obtained prior to commencement of employment.

Reference ID: NNMAR2021

Part-time hours: 40 per week

Expected start date: Immediately

Job Types: Full-time, Permanent

Salary: £19,000.00-£20,000.00 per year

Should you meet the following requirements highlighted on the above, please send an up to date CV.

Email: info@benrecruitment.co.uk