

Pilgrims Pre-Preparatory School

Early Years Practitioner



About our setting

At Pilgrims Pre-Preparatory School our ethos is simple. Little people start learning from birth, and we take every opportunity to nurture that inherent curiosity and creativity to provide the best possible educational start for each and every child in our care. From the superb design of our buildings to the inspiring way we teach, our attention is centered on letting children be children while helping them to flourish.

Pilgrims School provides a safe and happy environment full of rich and challenging opportunities. We motivate each child to discover their full potential whilst recognising and supporting individual needs. We aim to stimulate the children's curiosity, imagination and creativity encouraging them to be confident and independent thinkers.

As well as nurturing our children's interests and developing their ideas, we inspire them to open their minds to new opportunities and challenges.

Little Pilgrims 3 months to 2 years



In Little Pilgrims, the youngest members of our school learn and develop through play, in a happy, safe and vibrant environment. Separated into two distinct rooms (Little Toddlers and Toddlers) set aside from the main building, the facilities and resources within Little Pilgrims have been specifically designed to support each stage of the child's development. Each room has 'free-flow' access to a large outdoor space which includes a climbing wall, a mud kitchen, a slide and even a 'hide' to keep a close watch on the wildlife visiting the school pond. Even our youngest children take part in Forest School and music sessions throughout the week.

Kindergarten 2, turning 3 year olds



In Kindergarten, the children are in their proper academic year group for the first time. The large Kindergarten room is located within the main building with free-flow access to their own outdoor play space. Kindergarten also sits close to the school's

indoor swimming pool which is an ideal location as the children's swimming lessons begin from after the mid-Autumn term break. Swimming lessons form part of the busy Kindergarten weekly timetable which also includes specialist sessions for Forest School and music

Pre School

3 turning, 4 year olds



Our new Pre School building sits at the front of the school and benefits from a large open-plan room with distinct areas for learning and play. The room also has free-flow access to an outdoor courtyard as well as a separate playground and garden. Snack and mealtimes are served in Pre School within its own specially designed area. There is also a quiet group room for the children's phonics and numeracy sessions which are led by the Pre School teacher. Pre School's weekly timetable also includes specialist sessions for swimming, Forest School, music, IT and PE.

Our values

Kindness

We treat everybody in a kind, compassionate, caring and supportive way so that everybody feels happy and safe.

Curiosity

We celebrate and encourage curiosity and the desire to wonder and ponder, instilling in everyone a life-long love for learning and the skills to explore the world around us.

Respect

We acknowledge the feelings, interests and beliefs of others within an environment that reflects understanding, honesty and integrity

The role

Owing to an increase in numbers of children we are currently looking for Early Years Practitioners with NVQ Level 2 or 3 qualified and key worker experience to join our team. This is a permanent, full-time position, 37.5 hours a week, on a shift pattern of between 8am-6pm, Monday to Friday annually.

We look for our practitioners to demonstrate their passion for working with young children and those who have a positive attitude, are highly professional and enjoy working as part of a team. We support ongoing personal development and training. We believe the work is varied, fun, satisfying and sometimes challenging, but you will always be supported working within a caring environment.

Benefits

Pilgrims has high expectations of its staff and therefore looks to reward them with the generous benefits, including a competitive salary, beneficial conditions of service, four dedicated training days and further opportunities for training and personal development.

A generous pension scheme and private health care scheme with cash back benefits, including alternative therapies and private hospital surgical treatment are available to support staff wellbeing. All staff enjoy free on-site parking, as well as free lunch and refreshments. We offer an Employee Assistance Scheme which includes support with legal issues, financial advice and wellbeing support and counselling. Our 33 days (including bank holidays) of annual leave includes five flexi days. In addition, there are 3 emergency days per year. All employees are covered under the generous life assurance scheme from the first day of employment.

General Information

Pilgrims is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Offers of appointment are subject to satisfactory references and DBS clearance.

www.pilgrims-school.info

Job Description

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Main duties and responsibilities:

Promoting and safeguarding the welfare of children and young persons for whom you are responsible and with whom you come into contact.

Be aware of and complying with policies and procedures relating to Safeguarding and child protection, health and safety, security and confidentiality. Report all concerns to an appropriate person

The role of the Early Year Practitioner is to take responsibility for key children. To support the Early Years Leads and Early Years Management teams by ensuring a high standard of care and education is provided at all times to all children. To role model and demonstrate the school values of Curiosity, Kindness and Respect.

1. General Duties

- Support and implement the agreed School Vision, Aims and Values.
- Support and assist with the educational, physical, cultural, emotional and social needs of the children in line with the EYFS.
- Ensure the smooth daily operation of the room.

2. Learning and Development

- Plan for and provide a full range of stimulating activities to meet the individual needs of the children enabling them to develop their physical, intellectual, cultural, emotional and social development.
- Actively engage and support the learning and development of each child in your care inside and outdoors.
- Monitor, observe and record children's achievements to inform next steps, planning requirements and developmental feedback for parents.
- Be responsible for key children, maintain development folders, complete 2-3yr progress checks where appropriate, and working with parents to support the children's continued progress, development and wellbeing.
- Ensure specific additional needs are planned and catered for appropriately, liaising with the Early Years Lead, Early Years SEND and Pre School teacher.
- Provide displays to value children's achievements and support their continued learning and development.

3. Looking after the welfare of the children

- Attend to the health, welfare and safety of the children at all times, including external play areas, care and cleaning of toys, toileting and cleaning incontinent or sick children.
- Attend to the physical welfare of the children, for example, report evidence of child abuse. To dress minor wounds, deal with health requirements as necessary (e.g. use of asthmatic inhalers) and help maintain formal records of such treatment, subject to suitable training and instruction being provided
- Follow positive behaviour management strategies.
- Ensure all mealtimes are a pleasant sociable occasion, providing an opportunity for children to learn about interaction and sharing. Ensure that the children's medical and dietary requirements are followed at all times.
- Attend supervision meetings with your Early Years Lead, EY Co-ordinator, EY Manager or Pre School teacher every other month.
- Actively participate in weekly room meetings, supporting the Early Year Lead in discussions relating to the children's development needs and the possible implications for planning i.e. areas and children to focus on.

4. Managing resources

- Ensure staff ratios are maintained throughout the day.
- Promote and encourage a culture of respect in relation to all resources (indoors and outside) and ensure they are maintained to a high standard and stored appropriately by all staff.

5. Communication

- Encourage and foster close relationships with children and their parents, offering help and guidance where appropriate.
- Provide feedback to parents on their child's achievements throughout the day along with information relating to routines and behaviour.
- Liaise with Early Years Practitioners to support transition and learning and development opportunities.
- Ensure you remain up-to-date with all methods of communication including e-mails, school diaries, communication books and meeting minutes.

6. Management of Others

- Provide an exemplary, professional role model for other practitioners.

- Promoting a culture of inclusion and teamwork, liaising with all part time staff to ensure they are aware of room requirements.

7. Training and development of self and others

- Support the induction of new team members ensuring they are aware of expectations, policies and procedures.
- Offer support and be a mentor to other Early Years Practitioner who are training to achieve their level 3 qualification.
- Attend INSET, training days and relevant staff meetings as required.
- Take a wide interest in all subject areas and be prepared to further extend knowledge by attending relevant training.
- Actively participate in regular performance management cycles, completing all paperwork to support and identify areas of development and training needs.

8. Other Duties

- Attend consultation evenings, Open Days etc as requested

You may also be required to undertake such other comparable duties as required by your Lead Practitioner, the Deputy Manager or Manager.

Person Specification

Person Specification The Charity is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.			
	Essential These are qualities without which the applicant could not be appointed	Desirable These are extra qualities which can be used to choose between applicants who meet all of the essential criteria	Method of assessment
Qualifications	NVQ Level 2 or equivalent	First Aid qualification Further professional training	Production of applicant's certificates
Attainments and Experience	Experience with children Familiarity with Early Years Foundation Stage	Previous nursery experience School nursery experience After school/holiday clubs	Application form
Skills	Good standard of written English and numeracy. Excellent relationship with children Good behaviour management Good interpersonal skills Proficient in I.T. skills		Application form Task Task Interview Application form
Personal competencies and qualities	Ability to work in a team Ability to use initiative Good communicator	Sense of humour Range of outside interests	Interview Interview Interview