



The Warriner Multi Academy Trust



Early Years Practitioner Level 3 Job Description

Job Information	
Reporting to	Headteacher
Grade	Grade 6 Points 8-13
Salary	£27,710-£30,024 Pro Rata
Hours /Weeks	32.5hrs per week 8.15am to 3.15pm (to include 30min unpaid lunchbreak) Term Time Only

Job Purpose
To work as part of a team in order to provide an enabling, stimulating environment in which children can play and learn and meets the requirements of the Early Years Framework. Works directly with children under supervision and more independently supporting their learning and development through play and planned activities. more responsibility, including acting as a key person, leading activities, and contributing to planning and assessment. They work more independently and may supervise or train Level 2 staff.

Main duties and responsibilities
Supporting the pupil: • Support children including those with SEN to engage in play and learning activities • Build strong relationships with parents in order to meet the needs of all children and provide a high standard of physical, emotional, social and intellectual care for children in the setting. • Enable children to make the transition from dependence to independence.



The Warriner Multi Academy Trust



- Enable children to make choices, develop their own ideas and take responsibility for their own actions.
- Assist with observations and assessments of children's development and contribute to any discussions about each child's progress.
- Provide personal care (e.g., feeding, toileting, hygiene) in line with children's needs and the schools policies
- Maintain a safe, stimulating indoor and outdoor environment.
- Work collaboratively with colleagues, parents, and external professionals as required

LEVEL 3 additions

- Be a key worker for a group of children, recording and observations, keeping up to date profiles of the children's development and progress working in partnership with parents, schools, and other team members.

Support for the Curriculum

- Participate in planning and delivering appropriate play and learning activities aligned with EYF framework, adjusting activities according to pupil responses
- Prepare, maintain and use equipment/resources to provide a safe, stimulating indoor and outdoor environment and required to meet activity learning objectives

LEVEL 3 additions

- Lead on planning/delivering activities

Supporting the School:

- Be aware of and comply with school policies and procedures including relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person
- Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop and prevent discrimination on the grounds of race, religion, gender, disability, sexuality and status.
- Contribute to the overall ethos/work/aims of the school
- Appreciate and support the role of other professionals
- Attend and participate in relevant meetings as required
- Participate in training and other learning activities and performance development as required



The Warriner Multi Academy Trust



LEVEL 3 ADDITIONS

- Provide appropriate guidance and supervision of other EYPs and assist in their training and development appropriate

Supporting the SEN:

- To help and support the SENCo in delivering a suitable programme of activities for the child's individual development, both indoors and out.
- To assist in making resources to support activities that have been advised by the SENCo/outside agencies
- To provide feedback about the child's progress to the SENCo, parents and outside agencies
- To report any problems about arrangements or incidents to the SENCo or Supervisor

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description

As an employee you have legal duties which include:

1. Taking reasonable care for your own health and safety and that of others who may be affected by what you do or do not do.
2. Co-operating with your employer on health and safety,
3. Correctly using work items provided by your employer, including personal protective equipment, in accordance with training or instructions, and
4. Not interfering with or misusing anything provided for your health, safety and welfare.



The Warriner Multi Academy Trust



Person Specification

Qualifications and training

- First aid training (or willingness to complete it)
- Relevant Level 3 Qualification (essential)

Experience

- Working with children or young people
- Working and collaborating within a team

Skills and knowledge

- In-depth understanding of the EYFS framework and child development
- Ability to plan and assess learning effectively
- Strong communication and teamwork skills
- Knowledge of safeguarding, SEND, and inclusion practices
- Ability to respond quickly and effectively to issues that arise
- Ability to use own initiative and take action accordingly
- Effective communication with adults and children
- Ability to follow instructions from senior team members
- Ability to build effective working relationships with colleagues

Notes:

This job description may be amended at any time in consultation with the postholder.

If you don't have all of the experience listed above but are interested in applying, contact recruitment.4007@warriner.oxon.sch.uk.

The Warriner Multi Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share and demonstrate this commitment. This post involves regulated activity with children and is exempt from the Rehabilitation of Offenders



The Warriner Multi Academy Trust



Act 1974. The successful applicant will be subject to an Enhanced DBS check with Children's Barred List check, together with other relevant pre-employment checks. It is an offence to apply for this role if you are barred from engaging in regulated activity with children. Online searches may be conducted on shortlisted candidates in accordance with Keeping Children Safe in Education (KCSIE). We are committed to equality of opportunity and welcome applications from all sections of the community.