



Job Description

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| Job Title | Pre-School Practitioner | |
| Responsible to | EYFS Lead | |
| Department | Butcombe Nursery and Pre-School | |
| Purpose of job and primary objectives | <p>As a Pre-School Practitioner, you will be working with our 3-4 year olds and will ensure that the Pre-School Room is a safe, fun and happy place to be.</p> <p>You will ensure a high standard of physical, emotional, social and intellectual care for all children in our setting.</p> <p>You will act as the key person for a small group of children and will work in partnership with colleagues and parents to ensure that they develop into confident young children.</p> <p>In conjunction with other members of the team, you will deliver engaging and creative activities that are age appropriate and stimulating.</p> <p>Undertake certain domestic duties such as food preparation, personal care and laundry, amongst other things.</p> <p>Keep records of your key child's development and learning, monitoring progression and highlighting any areas as required.</p> <p>Supervise children as they take part in independent play and group sessions, guiding them as needed.</p> <p>Our Pre-School children have a busy week that involves Forest School, Library, Music, French and swimming so you will play an active role in these.</p> <p>In order to begin to prepare for Reception, our Pre-Schoolers do begin to learn about phonetics, numbers and shapes so the ability to develop these skills will form part of the role.</p> | |

| What we are looking for: | | |
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| | <p>Key Traits:</p> <p><u>Essential:</u></p> <ul style="list-style-type: none"> • Warm and friendly disposition. • Kind and caring. • Reliable, enthusiastic and flexible. • Ability to work well as a team as well as take own initiative. • Proactive approach. | |
| | <p>Key Qualifications:</p> <p><u>Essential:</u></p> <ul style="list-style-type: none"> • Level 6 Early Years. • GCSE C or equivalent in English and Mathematics. <p><u>Desirable:</u></p> <ul style="list-style-type: none"> • First Aid or a willingness to complete this qualification • Childcare related qualification. | |
| | <p>Knowledge & experience required:</p> <p><u>Essential:</u></p> <ul style="list-style-type: none"> • Experience of working with and providing care to children aged 3-4 years. • An understanding of child development and the ways to nurture this. • Experience of working in partnership with parents. • Detailed knowledge of EYFS. • Knowledge and understanding of safeguarding and child protection. <p><u>Desirable:</u></p> <ul style="list-style-type: none"> • Experience of working in an Independent School setting. | |
| | <p>Skills Required:</p> <p><u>Essential:</u></p> <ul style="list-style-type: none"> • Excellent interpersonal skills. • Able to build relationships with children, colleagues and parents. • Good IT and organisational skills. • Calm, professional behaviour at all times. • Able to help children explore the world around them and access learning. | |

Other general responsibilities:

Values and behaviours

- Uphold Clifton College's values
- Act as a role model and representative of Clifton College in all interactions with colleagues, children and parents
- Support the College in embedding our values and desired behaviours in order to promote a positive, respectful, compassionate, and inclusive culture and working environment

Equal Opportunities

- Maintain an up to date knowledge of Equality and Diversity legislation and the organisation's Equality and Diversity policies and procedures, in particular with regard to pupils and colleagues.

Safeguarding

- Maintain an up to date knowledge of Safeguarding legislation, and the College's safeguarding policies and procedures, in order to ensure the welfare of our pupils.

Health and Safety

- Ensure that an up to date knowledge of Health and Safety legislation as applicable to the role is maintained and that the College's Health and Safety policies and procedures are fully implemented and adhered to as applicable, particular with regard to the welfare of colleagues and pupils.

Professional Development

- Maintain and update your own knowledge and skills in line with legislation and the needs of the role.