

JOB DESCRIPTION

Service: St. Margaret's CE VA Primary School, Little Pippins FSU

Job Title: Childcare Practitioner

Reports To: Lead Practitioner

Main Purpose of Job:
<p>As a member of the team, to work in partnership with staff, parents, carers and their children. To adopt a flexible, professional approach in promoting the development, welfare and potential of all children. To provide high quality, inclusive, fully integrated childcare provision for children under five.</p>

Main Responsibilities and Duties:	% of time
<p>1. To have responsibility for a number of children, working in partnership with families, ensuring that individual children's childcare needs are met at all times.</p> <p>By:</p> <p>a) Providing high quality childcare for under fives, which includes a wide range of activities and opportunities to enable children to achieve their full potential.</p> <p>b) Assist in provision of a warm caring environment for children and their families, accessible to all. To integrate children and parents with disabilities, sensitively and positively into the setting, promoting participation in a range of quality activities.</p> <p>c) Liaise closely with all members of the staff team to ensure childcare provision links to the Early Years Foundation Stage, requiring knowledge and application of this.</p> <p>d) To assist in the provision of a high quality play environment that adheres to OFSTED requirements through planning, effective room organisation and provision of Early Years Resources, to develop a high quality play environment both indoors and outdoors which meets each child's individual needs, in accordance with the Early Years Foundation Stage.</p> <p>e) Liaise with parents/carers to highlight the needs of their children and sharing developmental information on a regular basis with other professionals.</p> <p>f) Daily supervision and care of a number of children. Taking care of children's personal needs and encouraging self-help and social skills.</p> <p>g) Laying up for meals, supervision of meals, clearing and cleaning away after meals.</p> <p>2. To assist in ensuring the maintenance of adequate standards of cleanliness and hygiene for families and children attending the setting. The maintenance of</p>	<div style="display: flex; align-items: center; justify-content: center;"> <div style="border-left: 1px solid black; border-right: 1px solid black; height: 100%; position: relative; margin: 0 10px;"> <div style="position: absolute; top: 0; right: 0; width: 5px; height: 5px;">↑</div> <div style="position: absolute; bottom: 0; right: 0; width: 5px; height: 5px;">↓</div> </div> <div style="text-align: center; flex-grow: 1;"> <p style="font-size: 2em; margin: 0;">80 %</p> <p style="font-size: 2em; margin: 0;">5%</p> </div> </div>

prescribed standards and repair of equipment and premises.	
3. To have an overall knowledge of and provide a service which values and respects the race, religion, language, culture and needs of all the children and families using The setting.	5%
4. To accept responsibility for special projects or areas of work as directed by the Lead Practitioner.	
5. To be aware of and work within the Health and Safety framework, policies, procedures, guidelines and legislation to include fire drills.	5%
6. To participate in regular supervisions, and staff meetings.	5%
7. To provide flexibility in cover and care at short notice in the event of unforeseen circumstances.	

Facts and Figures: Give facts and figures that help to give a picture of the job. This should include any statistics relevant to the job, for example the number of clients supported, type and value of equipment, resources or premises for which the job has responsibility, size of budgets controlled or which the job has some impact on and, if appropriate, numbers of staff managed.

The childcare setting provides integrated early years education and childcare for children aged from two years to school age. It is fundamental that it does so on the basis of affordability, quality and inclusion. Childcare provision operates for a minimum of 6 hours a day, 5 days a week, 38 weeks per annum.

Standards of care and practice are mandated by OFSTED.

SUPPORTING PROCESSES

Problem Solving and Creativity:

Ability to work in creative and imaginative ways with children and their families and to plan group activities. This may include developing play schemes, creating specific learning aids, research and adaptation to meet cultural needs, facilitating activities to develop family's ideas and needs.

Decision Making:

Decisions are taken relating to advising families about appropriate learning and care of their children.

Decisions are taken daily as to the childcare provision provided.

Physical Effort and Working Conditions:

The work involves some manual handling of persons and equipment in the setting.

Noise, some outdoor work and children's personal hygiene requirements impact on the normal working environment.

Light cleaning of areas in constant use by the children.

Manual handling of play equipment involved in outdoor play with children.

Contacts and Relationships:

It is an essential element of the job to build and maintain a range of close contacts and relationships with children, young people and families and other professional staff. Frequent / daily contacts with care professionals, voluntary bodies and other agencies relating to client needs, to receive and pass information and individual tailored packages of support and to offer advice and guidance to families relating to the provision of support and care.

Additional Information:

This contract is fixed term until 31st March 2025 dependent on funding.

Closing date: Monday 25th November

Interview date: Friday 29th November

Knowledge, Skills and Experience:

Knowledge of children's needs, experience of care work to achieve competence, supported by ongoing training, to meet occupational standards to Level 3. Literate, numerate, food hygiene certificate would be desirable. Requires sound communication skills and to be sensitive to families.

Possession of an appropriate level 3 qualification.

Experience of working with children is essential.

Understanding of the 2004 Children Act, Childcare Act 2006 and other relevant legislation.

Agreed that the Job Description is a fair and accurate statement of the requirements of the job:

Job Holder: Date:

Line Manager: Date:

Designated Senior Manager: Date: