

Job Description

Job title: **Assistant Practitioner**

Accountable to: **Lead practitioner**

Line Manager: **Nursery Manager**

Hours of duty: **38 hours per week**

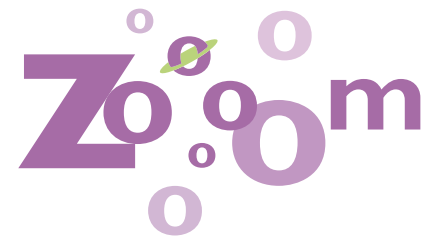
Perform his/her duties in line with Zoom's ethos, philosophy and vision, as well as the policies and procedures, including Inclusion, Health and Safety at Work and safeguarding children.

Main Duties

- ▶ To deliver a range of play opportunities in a safe and caring environment in accordance with the requirements of the Children's Act and the EYFS; under the direction of the senior members of the team.
- ▶ To contribute to the planning and resourcing of activities and play opportunities that develop a child and meet their individual needs. (inside and outside)
- ▶ To ensure that all equipment and toys are appropriate for their purpose, well maintained and meet safety standards.
- ▶ With support, promote the safety and good health of children, self and others by ensuring risk assessments are carried out regularly and actions are taken to reduce accidents and the spread of infection, if a child is ill.
- ▶ To provide regular drinks and foods, in accordance with the children's individual needs. Anyone who handles food must have the Food Hygiene certificate. (Lunch and Tea are cooked and prepared by our on site chef.)
- ▶ To ensure that appropriate information relating to children is shared with their parents/carers. To work in partnership with parents or carers, with the support of the senior members of the team.
- ▶ To comply with the safeguarding procedures.
- ▶ To communicate effectively with team/parents or carers/children and outside agencies when necessary and with support, if necessary.
- ▶ To assist in planning on a long, medium and short term basis, and assessing and monitoring the children's progress, with support.
- ▶ To work as a key Person, with the support of senior members of the team, to a small group of children, in line with our Policy and procedure.
- ▶ To liaise with your line manager as directed.

Expectations

- ▶ To undertake other duties and responsibilities determined by the Manager, in consultation with yourself.
- ▶ To participate in any training, as the participant, in relation to the duties of your post. This includes monthly team meetings, Parent evenings, etc.
- ▶ To provide cover in other rooms, or at other sites in the absence of staff.



Person specification

Essential Criteria	How identified	Desirable criteria	How identified
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Qualifications and Experience

NVQ level 2 or equivalent	Application form and interview		
1 year experience of working with children under 5	Application form and interview		
First Aid qualification or a willingness to do it	Application form and interview		
Food hygiene qualification, or a willingness to do it	Application form and interview		

Skills and knowledge

Ability to contribute to and implement play plans and activities	Application form and interview	Understand the planning cycle or bits of it– obs, assess, plan, evaluate	Interview
Ability to communicate effectively with children, parents and team	Application form and interview	Knowledge of the EYFS	Interview
Ability to work as part of a team.	Application form and interview	Good basic skills; literacy and numeracy	Application Form Tests
Knowledge of safeguarding procedures, or a willingness to do a course	Application form and interview		