

## Job Description

Job title: **Lead Practitioner**

Accountable to Line Manager: **Nursery Manager**

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

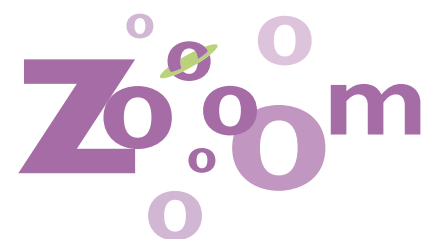
**Perform his/her duties in line with Zoom's ethos, philosophy and vision, as well as the policies and procedures, including Inclusion, Health and Safety at Work and safeguarding children.**

## 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, monitoring the other team members also.
- ▶ To take the lead role with the planning and resourcing of activities and play opportunities that develop a child and meet their individual needs.
- ▶ To ensure that all equipment and toys are appropriate for their purpose, well maintained and meet safety standards.
- ▶ To 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; and support and motivate the rest of the team to do the same.
- ▶ To comply with the safeguarding procedures and support other team members to comply.
- ▶ To communicate effectively with team/parents or carers/children and outside agencies when necessary.
- ▶ To take the lead when planning on a long, medium and short term basis, and assessing and monitoring the children's progress; supporting the rest of the team to do the same.
- ▶ To work as a key Person to a group of children, in line with our Policy and procedure. And support the less experienced and knowledgeable members of team; training them.
- ▶ To liaise with your line manager as directed and to lead the team in the day-to-day running of the room, supporting all children and all team to reach their full potential.

## 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 3 or equivalent	Application form and interview		
At least 4 years 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 positively contribute to and implement play plans and activities	Application form and interview	Good basic skills; numeracy and literacy	Application Form
Ability to communicate effectively with children, parents and team	Application form and interview		
Ability to work as part of a team.	Application form and interview		
Understand the planning cycle – obs, assess, plan, evaluate	interview		
Knowledge of the EYFS	interview		
Knowledge of safeguarding procedures, or a willingness to do a course	Application form and interview		
A minimum of a year's management experience of running a room	Application form and interview		