

Job description

Job title: Early Years Practitioner

Location: Islington, London

Hours: 37 hours per week

Grade: Family Action Grade 1 Points 6 - 10

Service : Hornsey Road Children's Centre

Purpose of the job:

To implement high quality early years practice and provision to support all children to reach their full potential, particularly in the prime areas of learning and development across all centre services

Principal accountabilities:

1. To take joint responsibility for promoting and safeguarding the welfare of children in your care and those you come into contact with.
2. To make all parents, children and visitors feel welcome and at ease when visiting the centre and to recognise and value working closely with parents and children together.
3. Through hands-on practice under the direction of the lead practitioner and senior workers, contribute to the development and maintenance of developmentally appropriate, child-centred, play-based provision for young children which provides the nurturing environment needed to promote children's emotional stability, independence, autonomy and creativity.
4. Contribute and assist in fostering positive relationships and close working links with the range of professionals in the children's centre in order to promote access to wider integrated services for all families and children and support a multi-disciplinary team around the child and family approach. This may include completing and using common assessment frameworks (CAF) and participating in Team around the Child (TAC) meetings where appropriate, with the support of senior practitioners.
5. Develop and maintain a partnership with parents that values their contributions and involves them in their child's education, including support for the home learning environment and for ensuring smooth transitions and continuity for the child and parents into, within and out of the setting.
6. Act as a key person for a small group of children providing each child with continuity of care throughout the child's time at the setting, in partnership with their parent/carers:

- a) Develop a loving and secure relationship with each key child.
 - b) Help each key child to become familiar with and confident in the setting.
 - c) Look after each key child's care and welfare needs e.g. dressing, toilet training, eating, sleeping, being comforted.
 - d) Build trusted relationships with each key child's parents, ensuring there are regular opportunities to share information on the child's development at home and in the setting.
 - e) Support each key child's individual learning journey through on-going observation, assessment and planning in partnership with parents/carers and other colleagues
 - f) Complete reviews of the key child in partnership with multi-agency colleagues and parents/carers as appropriate (eg at aged two; leaver's record).
7. To keep accurate records of your work and adhere to confidentiality, child protection, information sharing and monitoring procedures and protocols.
 8. Develop and maintain appropriate positive behaviour strategies with children.
 9. To prioritise the security of the children and the health and safety of the centre including hygiene, first aid and fire safety.
 10. To attend meetings and training as required.
 11. To work flexibly and to undertake any other duties required in line with the needs of the service, in particular in collaboration with the centre's community team and the other centre services provided such as stay and play's and crèches.
 12. To be able to evidence Family Action's values at all times, which underpin Family Action's mission of 'building stronger families' by:
 - a) Being **people** focused
 - b) Reflecting a '**can do**' approach
 - c) Striving for **excellence** in everything we do
 - d) Having **mutual respect** for everyone we work with, work for and support through our services
 13. To ensure you have an understanding (appropriate to your role) of, and comply with Family Action's procedures for promoting and safeguarding the welfare of children and vulnerable adults.
 14. To comply with Family Action's Equality & Diversity Policy and Ethical Policy in every aspect of your work and positively promote the principles of these policies amongst colleagues, service users and other members of the community. This includes ensuring that the centre is inclusive and responsive to special needs.
 15. To comply with Family Action's Health and Safety Policy, Data Protection Policy and to protect your own and others' health, safety and welfare.

Person Specification

1. To have undertaken some formal training relating to child care, e.g. Btec, NNEB, PLA Diploma, NVQ 3, Diploma in Childcare Education or equivalent.
2. GCSE English and Maths at (A-C)
3. Experience of providing a programme of care and play activities for children from birth to 5 years in a nursery or similar setting.
4. A full understanding of the EYFS and application as it relates to teaching and learning of young children.
5. Knowledge and understanding of the early years framework and the importance of play in young children's development and learning
6. Demonstrate the ability to promote all aspects of children's learning and development, particularly within the prime areas of learning, through a range of effective strategies
7. Knowledge of child development from birth to 5 years and an ability to recognise delays in development or changes in behaviour
8. Knowledge and an understanding of the importance of the child's well-being and ability to meet the physical and emotional needs of young children, including those with additional social, emotional or special education needs.
9. Experience of working with parents of children under five around the care and development of their children and the ability to engage with children and parents to encourage their involvement in sessions.
10. Demonstrate the ability to effectively contribute to and work with the observation, assessment, tracking and planning systems in place.
11. Good verbal, written, listening and presentation skills and the ability to relate easily and communicate effectively with children aged birth to 5, listening and responding sensitively.
12. A commitment to equal opportunities, anti-discriminatory practice and to meeting the needs of children with special needs
13. Knowledge of health and safety issues and how to ensure the security of the children attending the nursery and other services within the centre
14. Ability to function well on own initiative and as part of a wider team.

15. An understanding of child protection, confidentiality and similar policies and protocols and the ability to comply with them
16. Willingness to receive training, advice and constructive feedback in regular supervision sessions.
17. To be able to evidence Family Action's values at all times, which underpin Family Action's mission of 'building stronger families' by:
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