



Job description

Early Years Practitioner

Location: Islington, London

Hours: 12 hours per week, 12 weeks per year (school holidays)

Grade: Grade 1 Point 1 £17,828-£19796 Inc. Inner London Weighting (pro rata)

Service: Hornsey Road Children's Centre

Reports to: Nursery Manager/Room Leader

Principal Accountabilities:

1. 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.
2. 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.
3. 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.
4. Develop and maintain a partnership with a parent 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.
5. 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).
6. To keep accurate records of your work and adhere to confidentiality, child protection, information sharing and monitoring procedures and protocols.
7. Develop and maintain appropriate positive behaviour strategies with children.
8. To prioritise the security of the children and the health and safety of the centre including hygiene, first aid and fire safety.
9. To attend meetings and training as required.
10. 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
11. 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.
12. To comply with Family Action's Diversity & Equality Policy and our 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.

13. To comply with Family Action's Health and Safety Policy, Data Protection Policy and to protect your own and others' health, safety and welfare.
14. To work flexibly as may be required by the needs of the service and carry out any other reasonable duties as required

Person Specification

Early Years Practitioner

Islington, London

1. Educated to level three or above with a recognised professional qualification in social work, health, education or equivalent, and evidence of a commitment to continuing learning and professional development.
2. To have undertaken a recent Paediatric First Aid training course and have a current certificate.
3. To have undertaken a Basic Food Hygiene training course and have a current certificate.
4. Experience of working with children.
5. Experience of working in an early years setting.
6. Experience of implementation of EYFS.
7. Knowledge of legislation relevant to Early Years such as EYFS, SEN, safeguarding, Childcare Act 2006.
8. Knowledge of Child Development and children's needs.
9. Ability to work with parents/carers/families to encourage partnership working.
10. Ability to work as part of a team.
11. Possess a level of general computer literacy with a range of IT skills.
12. Good organisational skills
13. Ability to demonstrate creative abilities.
14. Ability, flexibility and willingness to take on other responsibilities or duties as deemed necessary
15. 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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 - 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