

JOB DESCRIPTION	
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JOB TITLE	Early Years Practitioner
GRADE	APLb
REPORTS TO	Nursery Manager & SLT
DATE	MAY 2026

### Job Purpose

To provide high-quality care and education in line with the EYFS framework, creating a safe, nurturing, and stimulating environment where children can learn, develop, and thrive.

### Key Responsibilities

- Create a warm, secure, and inclusive learning environment for all children
- Plan, deliver, and evaluate age-appropriate activities in line with EYFS
- Support children's emotional, social, physical, and cognitive development
- Observe, assess, and record children's progress
- Build strong, positive relationships with children, parents, and colleagues
- Ensure safeguarding, health, and safety procedures are always followed
- Work collaboratively as part of a team to maintain high standards of care
- Contribute to the daily running and continuous improvement of the nursery

### Professional development

- Help keep their own knowledge and understanding relevant and up-to-date by reflecting on their own practice, liaising with school leaders, and identifying relevant professional development to improve personal effectiveness
- Take opportunities to build the appropriate skills, qualifications, and/or experience needed for the role, with support from the school
- Take part in the school's appraisal procedures

The employee is expected to undertake any other duties which from time to time may be required and be relevant and commensurate with the post, as deemed necessary by the Headteacher.

The school is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment and work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies.

The employee is expected to show a commitment to promoting the ethos and values of the school, as well as the wider trust.

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**Person specification: Early Years Practitioner**

The person specification details the necessary skills, qualifications, experience or other attributes needed to carry out the job. Applications will be measured against the criteria published below. Selection panels will be looking for clear evidence and examples in an application, or cover letter (where applicable), which back-up any assertions made in relation to each criterion.

**Essential Qualifications & Experience**

- Level 3 Early Years / Childcare qualification (or equivalent)
- Good knowledge of the EYFS framework
- Caring, patient, and enthusiastic approach
- Strong communication and teamwork skills
- Commitment to safeguarding and child wellbeing

**Desirable**

- Previous experience working in an early years setting
- Paediatric First Aid (or willingness to train)
- Willingness to help in before and after school club to support nursery pupils (additional hours will be paid for this)
- Experience of using Tapestry, Bromcom/CPOMS

Print Name (Employee): .....

Signed (Employee): .....

Dated: .....

Signed (Headteacher): .....

Dated: .....