



Job Description: Pre School Practitioner

Parley Community Pre School, West Parley Community Hub, 275 Christchurch Road,
West Parley, Dorset BH22 8SQ

Job title: Pre School Practitioner

Responsible to: Manager/Deputy Manager

Purpose of the job: To work as a key person and as part of the pre-school team under the direction of the manager and/or deputy manager. To provide safe, high-quality education and care for young children that meets the individual needs of children attending the setting.

Main duties

1. To assist with implementing our curriculum encouraging and supporting children to become 'Curious, Creative and Confident'
2. Carry out continuous observations and evaluate children's individual development
3. To help set up for the day and tidy/clean at the end of the session.
4. To act as a key person to a small group of children, liaising closely and building an effective relationship with parents/carers, and ensuring each child's needs are recognised and met.
5. To be aware of any special educational needs (SEN) or disability a child may have, and work with other staff as appropriate to ensure each child's individual needs are known and met.
6. To take action to support the setting in maintaining Strong Standard in every area of the Ofsted report at the next inspection.
7. To keep up to date with current good practice.

This job description is not an exhaustive list of duties, and the post holder will be required to undertake any other reasonable duties discussed and directed by the line manager. The post holder is also expected to be flexible and adaptable in their approach to fulfilling their duties.

Essential criteria

1. It is a statutory requirement that: "staff have a sufficient understanding and use of English to ensure the wellbeing of children in their care."
2. Level 2 early years education and childcare qualification or equivalent, and a commitment to obtaining a level 3 qualification or willing to undertake a Level 3 Apprenticeship

Desirable criteria

3. Experience working in a play-based or non-traditional early years setting
4. A warm, nurturing, approachable, and positive attitude
5. Ability to create a fun, relaxed, and engaging environment where children feel safe to explore and express themselves
6. Strong communication skills and the ability to work effectively as part of a team
7. Comfortable working in a less structured, more exploratory setting