



Clowns Nursery is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Job Description

Duties and responsibilities

- To work under the guidance of the Manager/ Deputy/ Third in Charge/ Fourth in Charge/ Class Teacher/ Team Leader
- Responsible for the safeguarding of children.
- To assist the nursery practitioners in the care of the children
- To plan and prepare activities under the guidance of the nursery practitioners
- To engage in an appropriate manner with all members of staff
- To be a role model when interacting with the children verbally and practically
- To support the nursery practitioners at mealtimes with the children
- To engage in play and to follow the practice of the nursery practitioners
- To seek new ideas by online research (Twinkl, Pinterest and resource books) within the classroom under the guidance of the team leader/ class teacher
- To work closely with all staff at Clowns in maintenance of the nursery building, respecting the equipment and risk-assessing throughout the day.
- Showing the children how to care for and beware of the equipment and surrounding areas within the nursery.
- Always follow Healthy and Safety procedures to keep everyone safe.
- Attend workshops for professional development. Attend monthly staff meetings, parents evening and Nursery events.
- To be involved in any other duties, which may from time to time be required within the general level of responsibility of the post.
- To be a reliable and trustworthy member of staff
- To undertake all Ofsted required training set by the nursery (Prevent Training, Paediatric First Aid, Online Safety and Safeguarding)
- To read and adhere to all policies and procedures set by the nursery

Person specification

- Committed to the safeguarding of children.
- Approachable, caring and have a passion for working with young children
- Willing to work as part of a team
- Willing to attend further training and workshops
- Be prepared to be supported
- Be flexible
- Be reliable, conscientious and honest
- Be trustworthy

- Be organised
- Be an effective communicator with children, staff and parents
- To be presentable and in full uniform
- Must be looking for a long-term position.

Statutory Requirements

- A completed application form.
- Comply with the Early Years Foundation Stage Statutory Framework (EYFS).
- A clear enhanced DBS certificate on the update service.
- Evidence of qualifications (at least an accredited NVQ2 in Childcare).
- A willingness to undergo accredited NVQ Level 2 training in Childcare if you do not already have it.
- Two satisfactory and relevant references.

This job description should be seen as enabling rather than restrictive and will be subject to regular review. For the avoidance of doubt, the duties and responsibilities contained within this job description may change from time to time according to the requirements of the role and it is not intended to have contractual effect.

Candidates should ensure that they address all the above criteria in their application form, referring, where appropriate to actual experience. In addition, the interview will explore issues relating to safeguarding and promoting the welfare of children.

The post holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom he/she is responsible, or with whom he/she comes into contact, will be to adhere to and ensure compliance with the school's Safeguarding and Child Protection policy at all times.

If in the course of carrying out the duties of the post, the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the school, he/she must report any concerns to the manager. The post holder must possess an enhanced DBS check.