



Chertsey and Dorking Nursery Schools

JOB DESCRIPTION

This job description should be read in conjunction with the latest School Teachers' Pay and Condition document depending on qualification

Title	Early Years Practitioner
Date	April 2025
Location	Chertsey Nursery School
Accountable to	Executive Headteacher and Head of School
Job Purpose	To be an active member of the maintained nursery team implementing the EYFS and creating a caring, stimulating environment which provides outstanding quality education and care to enable each child to develop to their full potential.

Key Accountabilities [OBJ]

To:

- Carry out the role of practitioner and meet all standards depending on qualification i.e. EYT/QTS
- Promote the School's aims and ethos and support all policies and procedures, contributing to the writing and review process as required.
- Plan and offer a stimulating and varied classroom environment in which education and care can be provided to meet the needs of all children
- Support children's development and learning through planned play activities
- Work in all areas of the classroom and outdoors as timetabled and take responsibility for the learning, supervision and welfare of children
- Work with the nursery team to ensure a welcoming environment is maintained, where all children and parents feel valued and supported.
- Work as part of the nursery team to ensure that planning covers all areas of learning in line with the EYFS
- Be a key person and carry out all the duties associated with this
- Role model a variety of effective teaching strategies and be pro-active in extending the practice of others
- Ensure that parents are regularly informed about their children's progress and that parents' perspective is valued.
- Make appropriate educational provision, including writing and evaluating Individual Support Plans for children with SEND, liaising with the SENCo as appropriate.
- Participate in all meetings and activities that form a part of the agreed working week and contribute to the planning and content of meetings when appropriate.
- Communicate with other professionals
- Work with parents in a variety of ways to help them support their children's learning
- Ensure that all safeguarding procedures are in place and implemented consistently across all activities
- Take responsibility for own professional development, including keeping up to date with changes in early years education, the curriculum and developments in best practice.
- Be prepared to work flexibly when possible, to ensure the smooth running of the school
- Contribute to the life of the organisation as a whole, attending staff meetings and in-service training as required
- Participate in the ongoing cycle of support and appraisal for your own professional development

PERSON SPECIFICATION – Early Years Teacher

Qualifications	Method of assessment
<ul style="list-style-type: none"> Qualified to at least Level 3 in relevant Early Years qualification, or EYT / QTS A-C GCSE English and Mathematics or equivalent qualifications 	Certificates
Experience	
<ul style="list-style-type: none"> Nursery or EYFS training as part of degree/qualification Recent and successful experience of working in and EYFS setting Experience of leading settings and deploying staff Experience of effective partnership working with parents Experience of working with children with SEND 	Application Interview tasks
Professional knowledge & understanding	
<ul style="list-style-type: none"> Evidence of relevant continued professional development Sound understanding of the EYFS curriculum and play based learning Knowledge and understanding of the EYFS Framework and the impact of early years development on children Empathy with children and adults Knowledge of best practice and procedures for safeguarding children and young people Understanding of quality in learning and teaching and how to achieve excellence Knowledge of the wider EYFS phase, for example day care, children's centres Knowledge and understanding of the SEN codes of Practice and SEND reforms. 	Application Interview tasks
Professional qualities	
<ul style="list-style-type: none"> Outstanding EYFS practitioner Committed to the development and maintenance of good relationships with staff, parents, children, other professionals, governors and the community Committed to CPD Communicates enthusiasm and energy Resilience, perseverance and optimism in the face of difficulties and challenges Capacity to be flexible, adaptable and creative Commitment and dedication to the extended role of teacher and wider professional responsibilities Take the lead in deploying staff and planning meetings in the absence of the nursery lead practitioner Implement the EYFS and keep up to date with current development in EYFS and SEND practice 	Application Interview tasks
Skills & aptitudes	
<ul style="list-style-type: none"> Able to plan and organise effectively Excellent organisational and time management skills Excellent communication, written and IT skills Communicates at a level and in a manner appropriate to the situation with all stakeholders Passionate, reflective and committed EYFS practitioner Flexible and adaptable Work as part of a team Able to think creatively to anticipate, solve problems and compromise when required Able to deal sensitively with people and resolve conflicts Patience and a good sense of humour. 	Application Interview tasks

Chertsey Nursery School is committed to safeguarding and promoting the welfare of children, young people, families and carers and expects all staff and volunteers to share this commitment. Appointment to this post will be subject to an enhanced check by the Disclosure and Barring Service. Online checks and professional references are completed at shortlisting.