

APPRENTICE EARLY YEARS PRACTITIONER

August 2020

Service:	Early Years & Childcare
Salary:	Apprentice Level 2
Reporting to:	Nursery Manager

Purpose of Role:

This is a **level 2** apprenticeship in the Smarties Nursery within the Kent Early Years and Childcare Service which is part of The Education People

- Establish warm, respectful trusting supportive relationships with children across all age groups. Gain knowledge and understanding of individual children's needs their family backgrounds and cultures.
- Provide inclusive play and learning opportunities for all children attending the setting with an emphasis on the characteristics of effective teaching and learning.

Safeguarding requirement:

The Education People is committed to safeguarding and promoting the welfare of children and young people. It is a requirement of all staff that they share this commitment and follow the prescribed policy and procedure to continuously promote a culture of safeguarding across the whole organisation.

Please note: This job description is provided to assist the job holder to know what his/her main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

Annex A: Main duties and responsibilities:

Contribute to the quality care, teaching and learning, to support the implementation of the Early Years Foundation Stage to the highest possible standards.

- Contribute to children's observations of learning, planning and assessment and maintain children's' learning records.
- Understand and begin to develop effective working relationships with all parents, families and practitioners within the setting and contribute to a culture of self-evaluation.
- Be fully aware of the relevant nursery's policies and procedures and ensure they are reflected in practice.
- Play and active role in supporting children's health and well-being to foster a culture of risk taking in a safe and secure environment.
- Contribute to the 'life' of the nursery and participate in wider activities, such as open days and parents' meetings

Annex B: Person Specification

The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted. Applicants should describe in their application how they meet these criteria.

	Minimum
Experience	<ul style="list-style-type: none"> Some experience of working with young children
Skills and Abilities	<ul style="list-style-type: none"> Good communication skills (both written and oral), and the ability to communicate key messages to effect. Be motivating, approachable and flexible Commitment to professional development Ability to work under direction of senior staff and as part of a team Good organisational skills
Knowledge	<ul style="list-style-type: none"> A commitment to gain knowledge of, promote and support equality and anti-discriminatory practice. Knowledge of Equalities Legislation. Be able to demonstrate knowledge and understanding of safeguarding.
TEP Values	<ul style="list-style-type: none"> People First Spirit of Innovation Integrity Moral Purpose Excellence Stronger Together

Annex C: Company Values and Expectations

At the Education People we are guided by our shared values:

- **Moral Purpose:** We are driven by our shared moral purpose to do all that we can, both directly and indirectly, to improve educational outcomes and life chances.
- **People First:** We are committed to always putting people first: our staff, clients and partners, and above all, the people we serve.
- **Stronger Together:** We believe in the power of partnership and collaboration, understanding that the very best outcomes are delivered only when we embrace challenge and work together – with each other, our clients and partners.
- **Excellence:** We strive to excel in the delivery of high-quality services that produce lasting outcomes: balancing pace, precision, practicality, and cost.
- **Spirit of Innovation:** We have a restless curiosity; we embrace every opportunity to learn, to challenge the status quo, and to seek to set new standards for outcomes and delivery.
- **Integrity:** We expect the highest standards of professionalism and integrity of ourselves and others, acting at all times within the ethical framework of our values.