



Stapleford Nursery

Post Title: **Vacancy- Nursery Midday/afternoon Assistant- L2/3**

Grade: **Scale point 7-9 depending upon experience**

Post Start Date: **April 2021**

Closing Date: **Friday 23rd April**

Interview dates **Monday 26th April**

The Headteacher and Governors are looking to appoint a qualified and experienced member of staff to work in our Nursery class supporting the Nursery at lunchtimes. This post is for an hour each Monday/Tuesday and Wednesday each week, 1200-1300 for three days with a possibility of supporting until 1800 on a Wednesday helping at the afterschool club.

Stapleford Community Primary School is a warm, welcoming one form entry primary school 4 miles south of the inspiring city of Cambridge, with 193 pupils on roll. The village has been without early years provision for its 3-4 year olds in recent years, and we were delighted to open our new Nursery in the heart of the school in 2020.

The successful candidate will be:

- Experienced in early years or Nursery and have a full and relevant Level 2/3 Childcare Qualification.
- Innovative and creative, able to bring new ideas to enable the Nursery to flourish.
- Able to work independently and take responsibility for the children in their care, whilst working as part of the Stapleford team.
- Optional- able to supervise and play with children staying at the afterschool club.

We can offer you:

- An enabling, positive working environment with supportive colleagues
- A well resourced school and a newly refurbished Nursery classroom and outside area.
- Support and development opportunities within the school and the wider Trust
- The opportunity to work part time in a job share.
- The possibility of increased hours as this popular nursery is growing

About Anglian Learning

Anglian Learning is a highly successful multi academy trust of fourteen academies that have come together to provide outstanding education and learning for our communities in Cambridgeshire and surrounding counties. Formed initially of three existing academy trusts, who recognised the huge potential of coming together to form one larger group, Anglian Learning has expanded in response to requests from other schools to join us and we look to continue to grow over the next few years.

Our members share the firm belief that successful learning communities are underpinned by ambitious vision, trust and strong inspirational leadership at all levels of the organisation; that excellence is not simply defined by Ofsted grades and league table positions; and that education can play a transformational role in the lives of children and the success and wellbeing of our wider society.

Informal visits are most welcome.

Stapleford Community Primary School is committed to safeguarding and promoting the welfare of children, young people and adults and we expect all staff and volunteers to share and demonstrate this commitment and undergo checks. An enhanced DBS disclosure and Barred List check will be required for the successful candidate within the Trust.

The Trust welcomes applications from all, irrespective of gender, marital status, disability, race, age or sexual orientation, and is committed to equality and diversity in employment practice and service delivery.

To apply for this vacancy, please see the school website where the application pack is available. www.staplefordprimaryschool.org

STAPLEFORD NURSERY
JOB DESCRIPTION – Level 2 or 3 Teaching Assistant/Nursery Nurse



Effective from: w/c 1st September 2020

Responsible to:

Head of Stapleford Community Primary School and Nursery Class Teacher

Role of Teaching Assistant/Nursery Nurse:

- To have a Level 2/3 qualification or equivalent in Early Years childcare
- Work in the education and care of young children, or equivalent.
- To support the class teacher who is responsible for the management of the class and to work collaboratively as part of the wider team both in class and in the school

Purpose of the job:

- To work with the class teacher to ensure children have a happy and safe lunchtime, both when eating and playing

Duties

- To liaise with the class teacher for continuity of provision for the children.
- To assist the teacher in creating a safe, stimulating and enjoyable lunchtime experience
- To assist in serving, cutting and clearing away whilst at lunch.
- To observe and monitor the children.
- To encourage each child's individual development, including special help for those children whose first language is not English, vulnerable children or if the child has additional needs.
- To assist the teacher in establishing and maintaining good relationships with parents; understanding their varying needs and cultural backgrounds and providing continuity.
- To accept full supervisory responsibility for the children in the absence of the teacher.
- To use discretion and confidentiality at all times.
- To use positive behaviour strategies and other procedures as agreed by the school.
- To understand and implement all safeguarding procedures, reporting any signs of illness, neglect or child abuse, following Child Protection procedures as necessary.
- To assist children with toileting, changing clothes and cleaning up when necessary.
- To work on a 1 – 1 basis with a child with additional needs when required.
- To take care of children who have had an accident or injury according to school procedures until parent arrives and (if witnessed accident) report details of such to the school office and Headteacher.
- Assist teacher/ other school staff in preparing, setting out and tidying away at lunchtime either in the hall and /or at play afterwards.
- To participate in and support staff meetings and functions
- To attend relevant training for enhancement of own career and to share personal skills and expertise.
- Participate in Performance Management.
- To liaise, if required, with other agencies regarding our children eg Speech therapists, Health Visitors, Educational Psychologists etc under the direction of the Class teacher, SENCO or Head.
- To be involved, as part of a team concerned with children, in meetings about children's progress.

- To carry out such other duties consistent with overall level, nature and grading of the post.
- To promote equality, inclusion, fairness and respect for all and actively combat prejudice.
- Acknowledge and value differences avoiding unfair discrimination.
- Give all learners' equal chance to learn and provide learners with the support they need to fulfil their potential.

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment

The Trust welcomes applications from all, irrespective of gender, marital status, disability, race, age or sexual orientation, and is committed to equality and diversity in employment practice and service delivery.

Person Specification
Nursery Midday Assistant: April 2021



	ESSENTIAL	DESIRABLE
Knowledge	<p>Knowledge of:</p> <p>EYFS Framework</p> <p>Assessing children at play</p> <p>Safeguarding and child protection</p> <p>The pedagogical approaches, teaching strategies and techniques for learning</p>	<p>Expertise or wider experience in any particular subject area (<i>for example musician, artist, forest schools or similar</i>)</p> <p><i>Experience of food hygiene and first aid relating to allergies</i></p>
Experience	<p>Level 2 or 3 or above early Years/childcare qualification with appropriate experience.</p>	<p>Previous employment or training placements in Nursery/Early Years</p>

<p>Ability</p>	<p>To assist the Class teacher / Nursery staff in supervising children at lunchtime, both when eating and at play</p> <p>Can work independently and as part of an EYFS team</p> <p>To engage and play with children</p> <p>Manage behaviour positively</p> <p>Communicate effectively with all stakeholders from pupils to parents, governors, other professionals and members of the community professionally</p>	
<p>Disposition / Personal Qualities</p>	<p>A passion for working with Young children</p> <p>Able to establish and develop quality caring relationships with young children</p> <p>Strong commitment to safeguarding the welfare and wellbeing of children</p> <p>Enthusiastic</p> <p>Motivated</p> <p>Committed</p> <p>Resilient</p> <p>Creative</p> <p>Innovative</p> <p>Takes a high degree of personal responsibility and initiative</p>	