

Job Title and Level

Early Years Practitioner

Grade 4 - Point 12 to 15

Salary Range: £29,093 to £32,654 pro rata (Hourly Rate: £15.08 to £16.93)

Main Purpose of the Role

As an Early Years Practitioner at Melton Primary School, you will play a vital role in supporting the cognitive, physical, social, and emotional development of young children in our Early Years Foundation Stage (EYFS). Working within a close-knit, village primary school community, you will help create a safe, inclusive, and nurturing environment that reflects our school's commitment to supporting every child, especially considering our diverse pupil population which includes a high percentage of children eligible for pupil premium funding and those with special educational needs.

Your role is essential in delivering high-quality early years education that aligns with our school's vision and values, fostering a love of learning and ensuring all children have the best possible start to their educational journey. You will collaborate with colleagues, parents, and carers to provide individualised care and learning experiences that meet the unique needs of each child.

Key Responsibilities and Duties

Early Years Education and Child Development

- Work as part of the Early Years team to plan, implement, and evaluate age-appropriate activities and learning experiences that promote children's cognitive, physical, social, and emotional development.
- Monitor and assess children's progress regularly, using observations and assessments to inform planning and support individual learning needs.
- Provide individualised care and support tailored to each child's unique developmental requirements, ensuring inclusion and equality.

Creating a Safe and Inclusive Environment

- Create and maintain a safe, welcoming, and inclusive learning environment that supports children's well-being and sense of belonging.
- Adhere strictly to health, safety, and hygiene standards at all times, promoting best practises in safeguarding and child protection.

Collaboration and Communication

- Establish and maintain positive relationships with children, families, and colleagues to foster a strong partnership in each child's learning journey.
- Communicate effectively with parents and carers, providing regular updates on children's progress and wellbeing, and involving them in decision-making processes.

Teamwork and Professionalism

- Work collaboratively with the Early Years team and wider school staff to support whole-school aims and priorities.
- Participate in team meetings, training sessions, and school events as required.
- Demonstrate resilience, adaptability, patience, empathy, and a genuine passion for working with children.

Additional Responsibilities

- Support the implementation of school policies and procedures, including safeguarding, health and safety, and behaviour management.
 - Contribute to the preparation and maintenance of resources and the learning environment.
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Skills and Competencies

- **Early Years Qualification:** A minimum of a Level 3 'full and relevant' Early Years qualification is essential. Teachers with relevant experience and qualifications are also encouraged to apply.
- **Educational Knowledge:** Sound understanding of child development principles and best practises in early childhood education, especially within the EYFS framework.
- **Communication:** Strong verbal and written communication skills to engage effectively with children, families, and colleagues.
- **Teamwork:** Ability to work collaboratively within a team, building positive relationships quickly and contributing constructively to team goals.
- **Resilience and Adaptability:** Demonstrates flexibility and the capacity to manage challenges calmly and effectively.
- **Empathy and Patience:** Displays genuine care, patience, and empathy, fostering trusting relationships with children and families.
- **Organisational Skills:** Ability to plan and implement engaging activities, monitor progress, and maintain accurate records.
- **Commitment to Safeguarding:** Understanding of safeguarding responsibilities and dedication to promoting the safety and welfare of children.



- **Basic Academic Requirements:** Grade C/4 or above in Maths and English at GCSE level or equivalent.
 - **Experience:** Previous experience working with young children in a childcare or educational setting is essential.
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Professional Development

At Melton Primary School, we are committed to the continuous professional growth of our staff. As an Early Years Practitioner, you will have access to a range of professional development opportunities designed to enhance your skills and knowledge in early childhood education. This includes training in safeguarding, child development, curriculum planning, and inclusive practice. We encourage reflective practice and support staff in pursuing further qualifications and career progression in line with our vision of nurturing lifelong learners and developing excellence in education.

Safeguarding

Melton Primary School places the highest priority on safeguarding and promoting the welfare of children. As an Early Years Practitioner, you are required to:

- Ensure safeguarding is embedded in all aspects of your work with children and colleagues.
 - Comply fully with statutory safeguarding guidance, including *Keeping Children Safe in Education*.
 - Maintain vigilance for any signs or disclosures of abuse or neglect and follow the school's safeguarding policies and procedures for reporting concerns promptly.
 - Work collaboratively with other agencies and professionals to support child protection and welfare.
 - Promote a culture of safety, respect, and inclusion in the Early Years setting, ensuring all children feel secure and valued.
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This job description reflects the key responsibilities and expectations for the Early Years Practitioner role at Melton Primary School. It is designed to support the school's commitment to providing a high-quality, inclusive education that meets the needs of all children in our community.