



# Early Years Worker Recruitment Pack



Thank you for your interest in applying to join our team at Knowle West Nursery School. If you have any further questions after reading this document, then please don't hesitate to contact me. Visits to the nursery are warmly welcomed, where you will be able to meet with a member of the senior leadership, have a tour and learn more about the role.

To book a visit please contact the school office on 0117 9030214 or email us on :

[knowlewestns@bristol-schools.uk](mailto:knowlewestns@bristol-schools.uk)

Sincerely,

*Jenny McDonald*

Headteacher

#### Working at Knowle West Nursery School:

We are one of twelve local authority-maintained nursery schools in Bristol and we offer high quality early years provision in a beautiful learning environment.

One of our core values is '*we all matter – we all belong*' which promotes our inclusive culture and is a key element of our high-quality provision where each child is valued, nurtured and gets what they need to thrive and succeed.

Knowle West Nursery School is looking for Early Years Practitioners to join our team in September 2024. The school has an experienced staff team who are highly qualified and dedicated to delivering high quality provision and learning experiences for all children.

At Knowle West Nursery school we are committed to practices which are attachment aware, trauma informed and relationships-led. We work in partnership with parents/carers and external agencies and we put the child at the centre of everything we do.

In March 2024 we received the Trauma and Mental Health Informed School Award:

*Knowle West Nursery School is a beacon of excellent trauma informed practice. It is a lighthouse and a beacon for its community. The work they are doing with the children and parents is transformational and they are healing intergenerational trauma.*

*This school is incredible, and the staff are rightly proud of their achievements and the long journey which has led them to this point. They will never rest on their laurels, and are on a quest for constant improvement. Parents, as well as their children are true partners in this work. (TISUK March 2024).*

Please have a look at our website to find out more about what we offer - <https://knowlewestnurseryschool.co.uk>

## Job Description:

**Job Title:** Early Years Worker

**Grade:** BG5 - £23,114 - £23,500 pro rata

**Managed by:** A member of the leadership team

**Start date:** 1<sup>st</sup> September 2024

**Contract type:** Term Time Only on a permanent contract

**Working hours:** Monday to Friday 8.30am – 3.30pm

Interview dates: Tuesday 9<sup>th</sup> July and/or Friday 12<sup>th</sup> July 2024

### **Purpose of the Job**

To support the early education and care of young children, actively playing a part in a team ethos to provide inspiring environments appropriate for 2-5 year olds.

### **Key responsibilities:**

1. To be responsible for groups of children in your provision. Understand and embrace the key person role and promote a sense of belonging within the nursery.
2. Demonstrate high quality practice that shows that every aspect of provision always offers stimulating, positively challenging and diverse learning opportunities for children.
3. Contribute positively to children's' daily experiences and actively engage in reflective practice focussing on all children as unique individuals.
4. To actively participate in ensuring the environment is richly resourced to provide new experiences that stimulate and engage young children. Contribute to the effective and creative development of an enabling environment that ensures the appropriate balance of child initiated and adult initiated experiences.
5. To engage in an authentic dialogue with parents / carers about the progress and wellbeing of their children, understanding the crucial role of parents; helping to grow parent confidence in their role as first educator.
6. Ensure that you are aware of the individual needs of all children and that these are recognised, valued and met through effective practice. Seeking support from within the setting as well as external professionals if necessary.
7. To record, monitor and interpret children's learning and development using a range of assessment tools.
8. To have a professional responsibility to contribute to staff meetings and INSET days and to the development of the curriculum.
9. Actively participate in all aspects of care, welfare and safeguarding relating to each unique child.
10. Participate with the schools work with outside agencies – eg attend meetings and contribute to reports where necessary.

**Employee Specification:**

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> <li>Level 3 qualification in Early Years or equivalent</li> </ul>	<ul style="list-style-type: none"> <li>Previous experience of working effectively in a day care/ education setting</li> <li>Paediatric First Aid</li> </ul>
Experience, Skills and Knowledge	<ul style="list-style-type: none"> <li>Knowledge of equal opportunities</li> <li>Knowledge of child protection procedures</li> <li>Experience in identifying individual children's needs and contributing towards assessment of developmental progress</li> <li>Effective and accurate verbal and written communication skills to promote and develop effective working with children, colleagues, parents/carers</li> <li>Ability to work towards the creation of a caring and safe environment</li> <li>Proven skills in organising activity to achieve defined targets</li> <li>Proven ability to work as part of a team</li> <li>Ability to attend to children's physical needs effectively</li> </ul>	<ul style="list-style-type: none"> <li>Understanding of the Early Years Foundation Stage</li> <li>Knowledge and understanding and experience of working with children with SEND</li> <li>Proven skills in planning programmes for groups/ individual children</li> <li>Awareness of the skills required to monitor quality of service/ care provided</li> <li>Experience of working within a trauma informed approach</li> <li>Active engagement with CPD opportunities</li> </ul>
Personal Qualities	<ul style="list-style-type: none"> <li>Commitment to safeguarding and promoting the welfare of children and young people.</li> <li>Willingness to undergo appropriate checks, including enhanced DBS checks.</li> <li>Motivation to work with children and create a high quality, stimulating learning environment</li> <li>Flexible, adaptable and positive attitude to working.</li> <li>Have a willingness to demonstrate commitment to the values and ethos of Knowle West Nursery School</li> </ul>	<ul style="list-style-type: none"> <li>A love for the outdoors.</li> </ul>