

Job Title: Early Practitioner
Apprentice/Trainee

Accountable to: Room Supervisor
Deputy Manager
Nursery Manager
Directors

Responsibility: You will support the welfare, learning and development of a designated group of children.

Job Purpose:

Take a shared responsibility for the welfare, learning and development of a designated group of children within the nursery by working with initiative and creativity to foster an environment that encourages the children's all-round development.

To promote Sunny Day Nurseries to parents, potential parents, the community and to allied professionals.

To actively promote equal opportunities for all children, their families and staff, with due respect and consideration for gender, race, language, disability, age religion, culture, sexuality and class.

Duties:

1. Implement policies and procedures to ensure the welfare requirements of the *Early Years Foundation Stage Statutory Framework* are met.
2. Contribute to the planning of appropriate experiences for children, in line with Sunny Day Nurseries' core practices to meet the learning and development requirements of the EYFS Statutory Framework.
3. Participate in Sunny Day Nurseries' policy on planning, assessment, recording and reporting, in line with the requirements of the EYFS Statutory Framework.
4. Take on the role of key person for a designated group of children when deemed appropriate.
5. Contribute to effective liaison with parents on a day-to-day basis regarding the welfare, learning and development of the children in the designated section.
6. Take shared responsibility for standards of safety, security, hygiene, cleanliness and tidiness throughout the nursery.
7. Maintain the highest level of cleanliness and hygiene in sleeping, nappy changing, food preparation and service areas.
8. Take shared responsibility for the care, maintenance and security of all equipment and toys within the nursery.
9. Participate in the nursery's performance management review process and access any necessary meetings, training, or professional development.
10. Comply with all Sunny Day Nurseries' policies and procedures at all times.
11. Treat all staff, children and parents with courtesy and kindness at all times.
12. Undertake any other duties as agreed with the Nursery Manager/Deputy.

- As an apprentice/trainee you will receive support, guidance and training in order to execute all the duties listed to the best of your abilities.

Salary Range & Conditions:

EY Practitioner (minimum L2 hourly staff - experience to be assessed and agreed)

NMW>£13.00ph

Apprentice/Trainee (hourly staff - experience to be assessed and agreed)

Training allowance > NMW

ADDITIONAL STAFF BENEFITS

- Flexible working hours - *individually negotiated*
- Paid break during day
- 28 days *plus half a day per year worked*
 - holiday per year, including Bank Holidays,
 - rises each *full year at April* up to 30 days
- Full induction training
- A commitment to fully funded CPD - incl. Food Hygiene, First Aid, Health & Safety, Child Protection, Equal Opportunities, etc, - *all provided free of charge for all staff*
- Full/Part Funded Qualifications by agreement with real opportunities for career progression
- DBS checks paid by Sunny Days
- Length of Service Rewards
- Auto-enrolment Pension Scheme
- Hot staff lunch provided when on duty
- 50% childcare discount
- Free Flu Jab
- Uniform – polo, fleece & jacket - *all provided free of charge for all staff*
- Sick Pay Scheme – *eligible after one years' service*
- 'Refer a New Recruit' Scheme

Designation: Early Years Practitioner
Apprentice/Trainee

What does a Sunny Days Person look like?

At Sunny Days we look for people who share our Core Values:

SMILE – smiling communicates happiness and is infectious

STRIVE – we promote learning, being open to change, resilience and high expectations in our nurseries

SAFE – safety is paramount in our nurseries.

The following criteria describe the behaviours, skills, and knowledge which are considered necessary to carry out the duties of this post. You should note that your application will be judged against these criteria and so you should address these points in your application.

Behaviours

- Well-presented and smiley
- Positive role model
- Caring and compassionate
- Active, energetic, fun and playful
- Team player
- Calm and consistent
- Committed to improving outcomes
- Non-discriminatory, respectful and tolerant
- Honest and trustworthy
- Reliable and hardworking

Skills

- Good communicator with children and adults
- Use initiative
- Reflective
- Well organised
- Basic English, Maths and ICT

Knowledge/experience

- Minimum L2 early years qualification (or working towards)
- Knowledgeable in safeguarding
- Keen to learn with a strong focus on continuing professional development
- Experience of working with children
- Work on a rota basis between 7am-6pm Monday to Friday
- Work after 6pm should an emergency arise
- An enhanced disclosure confirming suitability to work with children