

**Lydalls Nursery School**  
**Job Description**

**Title: Lunch Club Assistant Fixed Term [4<sup>th</sup> Jan 2021 to 20<sup>th</sup> July 2021]**  
Lydalls Nursery School  
**Term time only: 11.45am-12.45pm Monday to Friday**  
Grade 1  
Qualification desirable but not essential

**Responsible to: Headteacher**

**Job Purpose**

- To contribute to providing an inclusive, responsive, nurturing and stimulating environment for children ages 2-5 during lunch club
- To establish and develop warm, trusting and consistent relationships with children during lunch club
- To work in partnership with colleagues, keeping children at the heart of everything you do

**Key Tasks**

- Comply with safeguarding procedures within Lydalls Nursery School in line with the school and county council policies and in coordination with the Headteacher
- Participate as a member of the Lydalls team working to create an environment which promotes children's development and learning
- Promote Lydalls Nursery Schools vision and values
- Comply with Lydalls Nursery Schools policies and procedures e.g. inclusion, child protection, health and safety and confidentiality
- Meet the needs of children through relationships and physical care and to foster children's growth, self esteem and independence
- Participate as a member of a team working to create an environment which promotes children's development and learning
- Supervise and interact with children at all times
- Comply with the statutory framework for Early Years Foundation Stage
- Comply with safeguarding procedures within Lydalls Nursery School in line with the school and county council policies and in coordination with the Headteacher
- Support the child in accordance with any individual plans and assist in specified programmes by agreement where necessary e.g. speech therapy or physiotherapy
- Promote equality of opportunity and inclusive practice.
- To undertake such other duties as may reasonably be required by the Headteacher

*Person Specification – Lunch Club Assistant Fixed Term (Unqualified)*

<b>Education and Training</b>	
<b>Essential</b>	<b>Desirable</b>
Good Numeracy/literacy skills	Recognised Level 2/3 qualification relevant to early years e.g. NVQ2 in early years care and education  Paediatric First Aid Certificate  Safeguarding training  Level 2 Food Hygiene  Evidence of commitment to on-going personal and professional development
<b>Relevant Experience</b>	
<b>Essential</b>	<b>Desirable</b>
Direct experience of supporting children between the ages of 2-5  Experience of helping young children to learn and develop  Able to recognise and respond to individual children's needs, routines, interests and development	Supporting a child with additional needs  Experience of working across the age range of 2-5 years  Able to give examples of: Recognising and responding to individual children's needs, routines, interests and development  Working to policies, procedures, and national standards
<b>Knowledge/ Aptitudes</b>	
<b>Essential</b>	<b>Desirable</b>
Effective written, verbal and non-verbal communication skills with both adults and children  Ability to identify and encourage next steps in learning  Commitment to promoting the setting's vision and values throughout provision and practice  Commitment to inclusive provision and practice, including equal opportunities and race equality and to provision that responds to each individual child and family  Commitment to personal professional development  Able to maintain confidentiality at all times	An understanding of the EYFS curriculum  Knowledge of safeguarding procedures