

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

**Title: Teaching Assistant (Required from April 2024)**

Term time only:  
08.45am – 3.45pm

Grade 1 (Unqualified) up to Grade 4 (dependent on qualification)

An Early Years Level 2/3 qualification is desirable but not essential. If unqualified you must be willing to complete a relevant qualification. We would support an Apprenticeship application paid at the relevant salary level.

**Responsible to: Headteacher**

**Job Purpose**

- To contribute to providing an inclusive, responsive, nurturing and stimulating educational environment for children aged 2-5 as part of a great team
- To establish and develop warm, trusting and consistent professional relationships with individual children and their families/carers
- To work in partnership with families/carers, the local community and other professionals, keeping children at the heart of everything you do.

**Key Tasks**

- Promote Lydalls Nursery Schools vision and values
- Participate as a member of the Chameleon Club and Nursery team working to create an environment which promotes children's development and learning
- Comply with Lydalls Nursery Schools policies and procedures e.g. inclusion, child protection, health and safety and confidentiality
- Act as a keyworker for a small group of children and support and/or maintain learning journeys and records of assessment of key children's development as applicable
- Meet the needs of key children through relationships, play, interaction and physical care and to foster children's growth, self-esteem and independence
- Work with professionals from other agencies to support individual children
- Provide a nurturing, stimulating and challenging environment for children both indoors and outdoors
- Supervise and interact with children at all times in all areas, inside and out
- Comply with the statutory framework for Early Years Foundation Stage
- Support children with special needs as required, including 1-2-1 support, in accordance with any individual plans and assist in specified programmes by agreement where necessary, e.g. speech therapy or physiotherapy
- Comply with safeguarding procedures, risk assessments and school policies within Lydalls Nursery School in line with the school and county council policies and in coordination with the Headteacher
- Reflect on personal practice, and contribute to the monitoring and evaluation of practice and provision within Lydalls Nursery School
- Promote equality of opportunity and inclusive practice
- Have a commitment to personal and professional development
- Attend staff/team meetings (or read meeting minutes) and in service training (INSET) where appropriate
- To undertake such other duties as may reasonably be required by the Headteacher

## Person Specification – Teaching Assistant

### Education and Training

Essential	Desirable
<p>Good Numeracy/literacy skills</p>	<p>Recognised Level 2/3 qualification relevant to early years e.g. NVQ3 in early years care and education</p> <p>Paediatric First Aid Certificate</p> <p>Evidence of commitment to on-going personal and professional development</p> <p>Maths &amp; English GCSE Grade C or above, or equivalent</p> <p>Safeguarding training</p>

### Relevant Experience

Essential	Desirable
<p>Minimum of 1-year direct experience of working with children between the ages of 2-5</p> <p>Able to recognise and respond to individual children's needs, routines, interests and development</p> <p>Experience of working with parents/carers</p> <p>Experience of working to policies, procedures, and national standards</p>	<p>Experience of working with vulnerable children and children with Special Educational Needs.</p> <p>Experience acting as a key person</p> <p>Experience of observing and planning and record keeping for individual children's development and learning and for groups of children</p> <p>Able to give examples of: Recognising and responding to individual children's needs, routines, interests and development</p>

### Knowledge/ Aptitudes

Essential	Desirable
<p>Effective written, verbal and non-verbal communication skills with both adults and children</p> <p>A good understanding of the Early Years Foundation Stage</p> <p>Ability to support and enhance children's learning experiences</p> <p>Ability to identify and encourage next steps in learning</p> <p>Commitment to promoting the setting's vision and values throughout provision and practice</p> <p>Commitment to inclusive provision and practice, including equal opportunities and race equality and to provision that responds to each individual child and family</p> <p>Knowledge of safeguarding procedures</p> <p>Commitment to personal professional development</p> <p>Able to maintain confidentiality at all times</p>	<p>Commitment to out of school activities e.g. fundraising and community events</p>