



HURLY BURLY NURSERY EARLY YEARS TEACHER

Reporting to: Nursery Manager
Based: St Agnes, Cornwall

Job Description

The EYT primarily assists the pre-school and works to a high standard of teaching to prepare the older children at our nursery for school. You will work 5 days a week to support the learning goals of the children.

AIMS

- To promote the aims and objectives of the Nursery;
- To promote the high standards of the Nursery at all times to parents, staff and visitors;
- To work with parents and create parent partnerships;
- To ensure the teaching is of a high standard within the EYFS curriculum;
- To lead the team of practitioners and to ensure good practice at all times;
- To assist with the planning and organisation of staff/resources to ensure a high standard of learning opportunities
- To assist with the implementation of administrative procedures involved with: - registration, place allocation, and other related matters;
- To assist with the development and implementation of systems to monitor and record child development;

Daily Duties include:

- Monitoring Tapestry and ensuring developmental records, observations and planning/recording is up to date on a DAILY basis
- Teaching during the set teaching times to ensure a high standard of education
- Dealing with external agencies for SEN children or as needed
- Informing the manager of Parents requests for extra days or changes
- Daily handovers to parents informing them of the days activities with the children
- Being a keyworker with key children
- Showing families around the nursery if needed
- Attending monthly staff meetings
- Meeting all Ofsted welfare requirements
- Lead internal training if needed and where appropriate
- Manage, alongside manager, all relevant child related concerns such as disclosures, SENCO issues, settling in

You will have regular (weekly) meetings with the other staff to discuss the performance of the room, child issues and resources. During this time you will inform the Manager, on a WEEKLY basis, of any issues that have arisen and all day to day concerns.

You must have regular management meetings with the Manager and Owner to discuss developments and continuous improvement processes.

Qualities Required

This role requires someone who has experience at teaching within early years or at primary level.

You will be:

- Reliable – to cover sickness and holiday and be able to take on extra tasks or hours as needed to ensure the setting runs smoothly. Also be able to keep the setting open during snow or other related instances.
- Self motivated – this role requires someone who can make it their own and comes with new ideas for procedures and improvements at the setting. We are always reviewing and striving to improve.
- Organised and able to manage all the responsibilities needed in this role in the time given that week
- Trustworthy and able to help move the business forward
- Able to create and grow positive relationships with parents – creating loyalty and new business.
- Friendly and approachable and interested in children as well as business.
- A natural leader who can motivate the staff and have their respect and support

You have to be able to see what is needed by the children, parents or Ofsted and be able to think on your feet and move forward with change fast!

Thinking creatively and using your initiative is a bonus.

You need to be a flexible worker available to work various changeable hours depending on staff sickness and other issues that may come up.

Qualifications:

Teaching qualification or Level 3 childcare qualification

Ideally Paediatric First Aid, food hygiene and EYFS training but all these can be provided.