

<b>Profile Title and Grade</b>	
Early Years 1 Band 5	<b>JOB ID; EY5</b>
<b>Possible local job titles</b>	
Early Years Assistant, Childcare Practitioner	
<b>Purpose of the role</b>	
To assist, as part of an Early Years team, in the educational and social development of Early Years children, providing a high quality level of care in the setting.	
<b>Responsibilities</b>	
<p>Under the guidance and direction of teaching staff and/or senior colleagues;</p> <ul style="list-style-type: none"> <li>• Support the delivery of learning and development programmes and activities in the setting involving both adult-led and child-initiated activities and experiences for the children.</li> <li>• Participate in activities ensuring that the individual needs, interests and developmental progress of each child are met</li> <li>• Provide a high standard of physical, emotional, social and intellectual care / development for the children attending the setting.</li> <li>• Contribute to the monitoring and evaluation of children by assisting with the assessment processes of more senior colleagues.</li> <li>• Be aware of setting safeguarding and child protection policies and procedures</li> <li>• Be aware of, reporting any concerns to the manager/deputy manager in a timely and appropriate manner, any signs of neglect which may present e.g. behaviourally, through a general deterioration in well-being, physical harm, or through verbal comment</li> <li>• Be aware of, and support, the needs of particular children presenting with special educational needs</li> <li>• Have a due regard for the complete confidentiality of child/family/staff related information</li> <li>• Ensure that children are only released into the care of approved parents/carers and ensure that children do not leave the premises unsupervised</li> <li>• Exchange information with parents/carers and colleagues</li> <li>• Set up and clear away displays and activities ensuring a safe environment</li> </ul>	
<b>Indicative Knowledge, Skills, Experience</b>	
<ul style="list-style-type: none"> <li>• Relevant level 2 qualification</li> <li>• Experience of working with children</li> <li>• Awareness of policies, procedures and legislation relating to child protection, health and safety</li> </ul>	
<b>Professional Standards for Teaching and Learning Support Staff</b>	
All Support Staff engaged in teaching and learning should adhere to, and uphold, the following standards;	
<u>Personal and professional conduct</u>	
<ul style="list-style-type: none"> <li>• Uphold the ethos, policies and practices of the school</li> <li>• Through positive attitude, values and behaviours, develop and sustain effective relationships within the school family</li> <li>• Have due regard for the need to safeguard pupil well-being by following relevant statutory guidance in addition to school policy and practice</li> <li>• Recognise differences and respect cultural diversity</li> <li>• Ongoing commitment to practice development through self-evaluation and awareness</li> </ul>	
<u>Knowledge and understanding</u>	
<ul style="list-style-type: none"> <li>• Be willing to acquire the appropriate skills/qualifications/experience required for the role</li> </ul>	

- Demonstrate expertise and skill in understanding the needs of all pupils, and know how to adapt and deliver support to meet individual needs setting high expectations in doing so.
- Increase personal effectiveness in the setting through reflective practice and ongoing CPD ensuring that knowledge and understanding are current in doing so
- Support teachers and pupils in achieving positive outcomes through the maintenance of a level of subject and curriculum knowledge relevant to the role
- Understand the role and responsibilities within the learning setting and whole school context in the knowledge that those responsibilities extend beyond a direct support role

#### Teaching and learning

- Demonstrate an informed and efficient approach to teaching and learning by adopting relevant strategies to support the work of the teacher and increase levels of pupil achievement
- Promote, support and facilitate inclusion by encouraging participation of all pupils in all learning and extra-curricular activities
- In line with school policy and procedure, consistently apply effective behaviour management strategies
- Contribute to effective assessment and planning by monitoring, recording and reporting pupil progress
- Communicate effectively and sensitively with pupils to adapt to their needs and support their learning
- Through organising and managing physical learning space and resources, support the maintenance of a stimulating and safe learning environment

#### Working with others

- Through effective liaison, communication and partnership working, recognise, value and respect the role and contribution of other professionals, parents and carers
- Keep other professionals accurately informed of progress or concerns they may have about pupils that they work with
- Through an appreciation of the role and responsibilities, work in partnership with classroom teachers and colleagues by ensuring that their knowledge is able to inform planning and decision making
- Communicate specialist understanding to other school staff and education professionals to facilitate consistent decision making on intervention and provision

#### **School Ethos**

- Be aware of and support difference and ensure equal opportunities for all.
- Contribute to the overall ethos/work/aims of the school.
- Develop constructive relationships and communicate with other agencies/professionals where appropriate to the role.
- Share expertise and skills with others.
- Participate in training and other learning activities and performance development as required.
- Recognise own strengths and areas of expertise and use these to advise and support others.
- Demonstrate and promote commitment to equal opportunities and to the elimination of behaviour and practices that could be discriminatory.
- Within a responsibility of a duty of care, comply with all policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
- Be an effective role model for pupils by demonstrating and promoting the positive values,

attitudes and behaviour expected from pupils.

- Carrying out tasks for the domestic care and general welfare of pupils in respect of toileting, at meal times and changing using specialist equipment where necessary.