

## Job Description

**Post Title:** Specialist Nursery Nurse EE370 (D189)

**Evaluation:** 506 Points **Grade: N6**

**Responsible to:** Team Leader (EEAST)

**Responsible for:** N/A

**Job Purpose:** Under the direction of the Team Leader, Early Education Additional Support Team or other designated teacher, provide for the care and welfare of specified children within the educational establishment, particularly children with special educational needs, and assist the teacher in the education process.

**Main Duties:** The following is typical of the duties the postholder will be expected to perform. It is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time.

1. Participating in the curriculum planning process and providing detailed assessment where appropriate, eg Portage and Derbyshire Language, within the guidelines established by the teacher. This might include assisting in the setting of individual aims and targets for children based upon the observations and assessments carried out.
2. Supporting individuals or small groups of children for limited periods and participating in the general activities of the children within the classroom, including giving sensitive support and intervention within children's play.
3. Contact with parents including informal daily contact, meetings concerning the education and welfare of children, meetings concerning non-educational matters etc.
4. Undertaking occasional home visits jointly with the teacher.
5. Contributing to the development of children's skills by using a small step approach towards identified targets and modelling strategies to upskill school based staff.
6. Participative involvement as a member of a professional team in assessment of children including providing information to inform review meetings or the statutory assessment process.
7. Active involvement in the provision of an effective learning environment for all children to promote inclusive education.

8. Contribute to detailed progress tracking for individual pupils.
9. The provision of general care and welfare responding appropriately to the physical, social, emotional and educational needs of the children, including intimate care.
10. Ensure a safe environment for children both within and outside the classroom and operate within the school's Health and Safety policy.
11. Supporting the specific health needs of targeted children.
12. Promote and implement the School's/Council's Equality Policy in all aspects of employment and service delivery.
13. Assist in the maintaining a healthy, safe and secure environment and to act in accordance with the School's policies and procedures.