NURSERY PRACTITIONER - JOB DESCRIPTION

Core Purpose of the Role

To work as part of the Early Years team at 'Little Leopards Nursery', delivering an exceptional standard of care, education, and nurture for children aged 6 months to 4 years. The successful candidate will create a safe, stimulating, and welcoming environment that supports each child's holistic growth, aligns with the EYFS framework, and upholds the high standards, values, and ethos of The Dixie Grammar School.

Key Responsibilities and Duties

1. Care and Education

- Deliver high-quality, play-based learning experiences that stimulate children's curiosity and support their individual development.
- Plan, prepare, and implement age-appropriate activities in line with the Early Years Foundation Stage (EYFS) framework.
- Ensure that the physical, emotional, and social needs of every child are met with warmth, empathy, and respect, fostering a "home-from-home" environment.
- Act as a **Key Person** for a designated group of children: observing, assessing, and tracking their progress, and maintaining up-to-date, accurate developmental records.
- Maintain a clean, safe, well-resourced, and highly stimulating environment, both indoors and outdoors.

2. Partnership and Communication

- Build and maintain positive, trusting, and professional relationships with parents and carers, providing regular, meaningful feedback on their child's day and development.
- Work collaboratively with the Nursery Room Leaders, Management Team, and wider Junior School staff to ensure smooth day-to-day operations and seamless transitions for the children.
- Actively participate in staff meetings, parents' evenings, open days, and wider school events as reasonably required.

3. Health, Safety, and Safeguarding

- Maintain an absolute commitment to safeguarding and promoting the welfare of children and young people at all times, strictly adhering to the School's Safeguarding and Child Protection policies.
- Comply with all regulatory requirements set by Ofsted, ISI ("Independent Schools Inspectorate"), and the local authority, including health and safety, food hygiene, and dietary requirements.
- Maintain high standards of hygiene, cleanliness, and infection control within the nursery setting.

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- Administer basic first aid (where trained) and record accidents, incidents, or medication appropriately, maintaining strict confidentiality.

4. Professional Development and School Ethos

- Actively engage in continuous professional development (CPD), supervision sessions, and training courses to refresh and upgrade childcare knowledge and practices.
- Model professional behaviour, excellent timekeeping, and a positive, flexible attitude at all times.
- Uphold and promote the warm, community-focused ethos, values, and policies of The Dixie Grammar School.

Person Specification

Criteria	Essential	Desirable
Qualifications	• Good standard of general education (including GCSE English and Maths or equivalent). • NVQ Level 3 in Childcare and Education (or equivalent recognised EYFS qualification). Candidates holding a Level 2 with a strong passion to progress will also be considered.	• Valid Paediatric First Aid Certificate.
Experience	• Experience of working with or caring for children aged 0–5 years (this can include placement experience for apprentices). • Experience of being a Key Person.	• Experience working within a premium private day nursery or independent school setting. • Specific experience with babies and toddlers (under 2s).
Knowledge	• A strong understanding of child development and a genuine passion for early education. • Awareness of	• Sound, practical working knowledge of the EYFS framework and Ofsted/ISI inspection criteria. • Strong understanding of

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	safeguarding practices.	positive behaviour management techniques.
Skills & Attributes	• Warm, nurturing, and empathetic approach. • Excellent communication skills (written and verbal). • Strong team player with a flexible "can-do" attitude. • Ability to remain calm under pressure and use initiative.	• Competency using digital learning journals (e.g., Tapestry) or nursery management software.

Safer Recruitment Statement

The Dixie Grammar School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to undergo child protection screening appropriate to the post, including checks with past employers and an Enhanced Disclosure and Barring Service (DBS) check.

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