



JOB TITLE: Early Years Practitioner

RESPONSIBILITIES:

- To become an established key person.
- To provide early childhood care and education of the highest quality for children in an inclusive environment and provide high quality support for families.
- To provide a broad and balanced EYFS curriculum that will meet the requirements of relevant National and local standards.
- Follow individual Educational Programmes (IEP'S) for children with special educational needs (SEN) and to support children and families of children with SEN, following the SEN code of practice.
- To observe and monitor children's development and complete reports on their progress, to promote their wellbeing.
- To maintain client confidentiality.
- To report any injury or accident ensuring that Health and Safety of the individual is maintained.
- To follow the process for reporting any suspicious or suspected non-accidental injury complying with Kirkgate Childcare Child Protection Procedures in line with North Yorkshire County Council.
- To actively safeguard children and promote their wellbeing, raising children's resilience ensuring that this is embedded in every day practice.
- To support parents, carers and families in the successful admission and transition of their children.
- Attend home visits.
- To participate in interesting and appropriate educational visits for children and families, observing health and safety policies and making risk assessments.
- To comply with and promote the requirements of all North Yorkshire County Council and Kirkgate Childcare's policies and procedures and staff instructions, including those relating to Health and Safety and Equal Opportunities.
- To assist the management in providing professional support to parents and outside agencies on issues relating to child protection.
- To take responsibility for a group of children during any building evacuation.
- To undertake other duties commensurate to the post and grade as required by Kirkgate Childcare.
- To undertake the accountabilities of the post in accordance with council policies including the Equal Opportunities and Health and Safety policies.

Employee Name:

Signature:

Date:

Manager Name:

Signature:

Date:

