Apprentice job description

Little Leaders Childcare

Responsible to: Nursery Manager and Deputy Manager

Job purpose:

To provide inclusive play and learning opportunities for all children attending the nursery and to maintain a safe, stimulating and enjoyable environment. Attend outdoor learning sessions through Forest school and Beach school and follow The Curiosity Approach.

Attend training meetings with training provider on a regular basis to achieve Level 2 or Level 3 in Childcare (Early years Educator)

Main Duties:

To supervise the children where appropriate and to protect them from dangerous or harmful situations.

To share any child protection or safeguarding concerns immediately with the Nursery Manager or Safeguarding Lead.

To provide a high level of care that will enhance the children’s general health and well-being. Interact with the children on an everyday basis. Using open – ended questions to help their learning. Move around the different areas, and don’t sit in one area.

To act as a key person to a small group of children and to ensure their needs are reflected in the planning of routines and activities.

To be aware of children’s special educational needs and to ensure you support these children effectively.

To carry out learning and assignments delivered by training provider and meet deadlines.

To liaise regularly with parents/carers about their child’s needs, interests and progress.

To change key children’s nappies (with current DBS).

To contribute and attend regular staff meetings.

To adhere to the nursery’s policies and procedures on confidentiality.

To attend regular staff training and keep up-to-date with current good practice.

To perform any other duties as deemed necessary by the Nursery Manager or Deputy Managers.