Early Years Practitioner – Job Description

Position: Early Years Practitioner

Hours: Full Time (5 days) or Part Time (minimum 3 days, including Friday) – Term Time Only

Salary: £12.21–£13.93 per hour (depending on qualifications and experience)

Location: Woodborough Village Pre-school, Nottinghamshire

Reports to: Pre-school Manager

About Us

Woodborough Village Pre-school is a welcoming, community-based setting rated Good by Ofsted. We are proud of our happy and nurturing environment where children feel safe, supported, and inspired to learn.

Main Purpose of the Role

To work as part of the pre-school team to deliver high-quality early years education and care, ensuring that every child is supported in reaching their full potential in line with the Early Years Foundation Stage (EYFS).

Key Responsibilities

- Provide a safe, caring, stimulating and inclusive environment for all children.
- Deliver and support planning of creative and age-appropriate activities in line with EYFS.
- Act as a Key Person, maintaining accurate records of children's progress and sharing updates with parents/carers.
- Build positive, professional relationships with children, parents, colleagues and external agencies.
- Ensure the safeguarding and welfare of children at all times, following pre-school policies and statutory requirements.
- Promote equality of opportunity and inclusive practice.
- Support and contribute to a culture of teamwork, respect and open communication.
- Undertake any relevant training and continuous professional development as required.

Safeguarding

All staff have a responsibility to protect children from harm and to follow safeguarding policies and procedures. This role is subject to an enhanced DBS check and satisfactory references.

Benefits

- Competitive pay rates

- On-site parking
- Supportive and welcoming team
- Opportunities for professional development
- Possibility of apprenticeship route (Level 2 or 3), with support for further training
- Pension Scheme

Person Specification

Essential Criteria

- Level 2 or 3 qualification in Early Years Education and Childcare (or equivalent).
- Sound knowledge of the EYFS framework.
- Previous experience of working with young children in an early years setting.
- Ability to create a safe, stimulating and inclusive environment.
- Strong communication skills with children, parents and colleagues.
- Commitment to safeguarding, child welfare and equal opportunities.
- Reliability, flexibility and ability to work effectively as part of a team.

Desirable Criteria

- Paediatric First Aid Certificate.
- Knowledge of current early years initiatives and best practice.
- Experience in planning and leading small group activities.
- Evidence of ongoing professional development.
- Willingness to undertake additional training or apprenticeship progression.