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| YOUR ROLE | Nursery Nurse | RESPONSIBLE TO | Nursery Manager |
| YOUR BASE | Wirral Multicultural Centre (Little World Nursery) | SALARY PER ANNUM | £19,760 |
| YOUR HOURS OF DUTY | Between 8.00am -6.00pm 40 Hours per week | YOUR DAYS OF DUTY | Monday to Friday, occasional weekend and after hours for training and parent evenings |

Main purpose of the role

- To provide a safe and nurturing environment for the children that encourages their social, emotional, physical and intellectual development.
- Support the room leader, in designing and implementing developmentally appropriate curriculum according to the guidelines in the EYFS Government Standards regulated by OFSTED.
- Provide support for parents and families, within the nursery setting.

Job Description

In the role as a nursery nurse, you will:

- Work alongside the Manager and staff team to ensure that the philosophy behind the Nursery is fulfilled. Ensure the safety and supervision of children at all times by meeting the physical demands of the job.
- Design an environment that responds to children’s individual developmental levels, physical and emotional needs.
- Respect and observe the children’s interests. Intervene when needed to maintain safety. Enhance children’s play with language, toys and activities.
- Be part of a Key Person system for each child in your care on an ongoing basis. Complete learning journeys for all children in your key person group.
- Maintain accurate documentation as required by OFSTED and Local Authority
- Assist in the planning and attend staff/room meetings.
- Demonstrate respect for all different cultures and beliefs.
- Work in partnership with external agencies
- Keep Management informed of any issues that may arise within the nursery
- Follow all ‘Little World’ Policies

Other duties and responsibilities

- Uphold the aims and principles of WMO and its policies e.g. safeguarding, equal opportunities, GDPR – as detailed in the staff handbook
- Participate fully in staff and team meetings, internal planning events etc. as agreed with line manager
- Abide by health and safety guidelines and share responsibility for own safety and that of colleagues
- Carry out any other appropriate tasks requested by your Line Manager, to ensure the effective delivery and development of the service
- Promoting the organisation’s profile, ethos and practice. (every contact counts)

Person Specification

| Person Specification | | |
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| EDUCATION/TRAINING | Essential | Desirable |
| Level 2 or above Children and Young Peoples Workforce or equivalent | X | |
| Safeguarding training | X | |
| Food Hygiene | | X |
| Paediatric First Aid | | X |
| SENCO training | | X |
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| EXPERIENCE OF: | | |
| Minimum of 2 years post qualification recent experience | | x |
| Working with children with SEND: | | x |
| Writing plans for children with SEND | | X |
| Commitment to the principle that families 'know best' about their own needs | X | |
| Commitment to equal opportunities for all children and families | X | |
| Ability to work independently and to manage own time efficiently | X | |
| Ability to communicate effectively with staff at all levels | x | |
| Warm and caring personality – friendly and approachable to families | X | |
| Ability to write reports and keep clear and accurate records | | x |
| Ability to perform effectively under stress | x | |
| | | |
| KNOWLEDGE AND UNDERSTANDING OF: | Essential | Desirable |
| Knowledge, understanding and practical experience of working with young children in a supervisory role | | x |
| Knowledge and practical understanding of child development and parenting | X | |
| Excellent working knowledge of the Early Years Foundation Stage and current Ofsted statutory guidance | | x |
| Knowledge and understanding of Ofsted regulations | | x |
| Knowledge of the SEND Code of Practice | | x |