



## Sacred Heart School

All staff are expected to support the Catholic ethos of the school and to work within the spirit of the school's Mission Statement at all times. It is expected that staff will also be willing to participate in the wider life of the school, joining in social and fund-raising events. Sacred Heart School is committed to safeguarding and promoting the welfare of all its children and young people and expects all staff and volunteers to share this commitment. This post is subject to an enhanced DBS check.

### JOB DESCRIPTION

<b>DEPARTMENT</b>	Sacred Heart School
<b>JOB TITLE</b>	Foundation Stage Practitioner Level 3 or ambitious unqualified
<b>RESPONSIBLE TO</b>	Nursery Teacher / Head Teacher
<b>MAIN PURPOSE OF THE JOB</b>	To work effectively as part of the Foundation Stage team, providing a stimulating and caring environment for our Nursery children. To support team members to provide a high standard of care and education. To work within the requirements of the EYFS. This role could include working within the School's After School provision and Holiday Club.

### Main Responsibilities

All staff:

- Embrace and personally demonstrate the school's ethos, vision and values, expecting the same of all staff and pupils
- To motivate, inspire, challenge and support staff and pupils, leading by example and setting high expectations
- Demonstrate a commitment to teamwork and positive relationships, evidencing this through clear, professional communication, valuing every member of the school community and the ability and willingness to work collaboratively
- Show an enthusiastic and positive approach to putting into practice new initiatives, motivating and inspiring others to 'have a go' and be open to self and peer evaluation
- Show resilience and support others during challenging and stressful situations, maintaining professional standards
- Adhere to all Schools policies and procedures and to keep up to date with changes
- Always consider Safeguarding and Health & Safety aspects within school and complete risk assessments when appropriate
- Reflect professional standards in personal appearance, conduct within and out of school, reliability and punctuality

Specific to this role:

- To prepare and participate in a range of activities linked to the EYFS framework that promote each child's physical, intellectual and emotional needs to enable each child to reach their full potential.
- To be involved in setting up the Foundation Stage rooms in the morning and tidying them up at the end of the day.
- To implement activities which encourage linguistic and social interaction between the children and their carers.
- To be a key worker for a group of children by observing, monitoring and recording each individual's development.
- To communicate with parents/carers about the day to day needs of the children by fostering parental involvement and encouraging positive parenting skills.
- To promote the philosophy of 'learning through play'.
- To help children acquire self-help skills including dressing, feeding, toilet training and an awareness of personal hygiene.
- To attend team meetings as appropriate.
- To keep up to date with developments in childcare and education through regular training as appropriate.
- To maintain records and documentation that comply with statutory requirements.