

 <b>Stockton-on-Tees</b> BOROUGH COUNCIL	<b>JOB DESCRIPTION</b>
<b>DIRECTORATE:</b>  <b>Children's Services</b>	<b>SERVICE AREA:</b>  <b>SEND and Inclusion</b>
<b>JOB TITLE:</b>  <b>Early Years Practitioner</b>	<b>GRADE:</b>  <b>H</b>
<b>REPORTING TO:</b>  <b>Senior Practitioner / Room Lead / Teacher</b>	

<b>1. JOB SUMMARY</b>
<p>To work within a diverse, Multi - disciplinary team, providing support and assisting children with a wide and varied range of Special Educational Needs &amp; Disabilities within Early Years Settings across the Borough.</p>

<b>2. MAIN RESPONSIBILITIES AND REQUIREMENTS</b>	
1.	You will demonstrate sound knowledge and understanding of Child Development, the EYFS, SEND Code of practice and any other legislation.
2.	To assist in the day to day operation of the Early Support Nursery, delivering a high standard of teaching, learning and assessment for pre-school children with complex / multiple needs.
3.	To plan and deliver the highest standards of teaching, learning and assessment opportunities to promote better outcomes for pre-school children with complex/ multiple needs.
4.	To work across a range of Early Years Settings offering outreach support through modelling and advising and confidently coach others to overcome barriers to inclusion.
5.	To work in partnership with parents to promote and support in home learning experiences this will include carrying home visiting and supporting of the delivery of family groups across the borough.
6.	To promote the safeguarding & Welfare of all children & Young People in line with the policies & expectations of the Local Authority.
7.	To work in partnership with teachers and therapists in the delivery of teaching and therapy programmes.
8.	To have a flexible, positive energy & resilience.

### 3. GENERAL

**Job Evaluation** - This job description has been compiled to inform and evaluate the grade of the job.

**Other Duties** - The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties from time to time within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder.

**Workforce Culture and supporting behaviours and Code of Conduct** – The post holder is required to carry out the duties in accordance with Workforce Culture and supporting behaviours, code of conduct, professional standards and promote equality and diversity in the workplace.

**Shaping a Brighter Future** – The post holder will embrace the Council's "Shaping a Brighter Future" programme.

**Personal Development** – As defined by the Council's Culture Statement, all employees will take responsibility for their own development

**Customer Services** – The post holder is required to ensure that all customers both internal and external, receive a consistently high quality level of service, commensurate to the standards required by Stockton on Tees Borough Council.

**Policies and Procedures** – The post holder is required to adhere to all Council Policies and Procedures.

**Health and Safety** – The post holder has a responsibility for their own health and safety and is required to carry out the duties in accordance with the Council Health and Safety policies and procedures.

**Safeguarding** – All employees need to be aware of the possible abuse of children and vulnerable adults and if you are concerned you need to follow the Stockton Council's Safeguarding Policy. In addition employees working with children and vulnerable adults have a responsibility to safeguard and promote the welfare of children and vulnerable adults during the course of their work.

**Job Description dated: May 2021**

 <b>Stockton-on-Tees</b> BOROUGH COUNCIL	<b>PERSON SPECIFICATION</b>	
<b>DIRECTORATE:</b>  <b>Children's Services</b>	<b>SERVICE AREA:</b>  <b>SEND and Inclusion</b>	
<b>JOB TITLE:</b>  <b>Early Years Practitioner</b>	<b>GRADE:</b>  <b>H</b>	

CATEGORY	ESSENTIAL	DESIRABLE	MEANS OF ASSESSMENT
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Recognised Level 3 childcare qualification e.g. NNEB, BTEC diploma</li> </ul>	<ul style="list-style-type: none"> <li>• Specialist training in special needs e.g. TEACCH, PECS, TACPAC, Derbyshire Language.</li> <li>• Basic Portage Training.</li> </ul>	Application
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience of working with preschool children with special needs.</li> <li>• Experience of working with pre-school children.</li> <li>• Experience of being a key person for a small group of children in a setting.</li> <li>• Experience of working with a range of agencies including schools, health professionals and social care.</li> <li>• Experience of working in partnership with families.</li> <li>• Sound knowledge of the Early Years Foundation Stage and its implementation.</li> <li>• Sound knowledge of relevant.</li> <li>• Legislation and practice in relation to Early Years and SEND.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working as a nursery nurse in a specialist setting.</li> <li>• Experience of acting as a key worker for a family.</li> <li>• Experience of leading nursery groups.</li> <li>• Experience of outreach work.</li> </ul>	Application / Interview  Observation of practice

		<ul style="list-style-type: none"> <li>• Sound knowledge about a range of disability and special needs.</li> <li>• Sound knowledge of a range of strategies and approaches for working with children with special needs.</li> <li>• Sound knowledge of Early Support.</li> </ul>	
<b>Knowledge &amp; Skills</b>	<ul style="list-style-type: none"> <li>• Excellent communication and negotiating skills.</li> <li>• Good organisational skills.</li> <li>• Skilled in observations of children.</li> <li>• Ability to relate well to different groups of people.</li> <li>• Ability to work in partnership with other agencies and professionals.</li> <li>• Able to work on own initiative and as part of a multi-agency team.</li> <li>• An inclusive approach.</li> </ul>	<ul style="list-style-type: none"> <li>• Familiarity with IT systems</li> <li>• Clear report writing</li> </ul>	Application / Interview
<b>Behaviours</b>	<ul style="list-style-type: none"> <li>• Demonstrate the behaviours that underpin the Council's Culture Statement</li> <li>• Lead by example</li> <li>• Collaborative team worker</li> <li>• Handle difficult situations sensitively</li> <li>• Pragmatic, flexible and resilient</li> <li>• Self-motivated, energetic, not easily discouraged</li> <li>• Be a reflective professional who is able to self-evaluate their own and others' work</li> <li>• Flexible approach to working arrangements</li> <li>• Able to work in an anti- discriminatory way</li> </ul>		Application / Interview

<b>Other requirements</b>	The role requires frequent travel between venues across the borough, therefore a full driving licence and / or access to transport is essential		Application / Interview
<b>Person Specification dated: May 2021</b>			