

Frith Manor Primary School

**JOB DESCRIPTION
Room Leader for Baby Nursery
TEACHING ASSISTANT LEVEL 3**

Main Purpose of the Job

Working under the guidance of the school's EYFS Leader, the Room Leader will:

Be responsible for providing leadership and management of the nursery, delivering high-quality teaching and effective use of resources. They will work to improve learning standards and achievement for all pupils

Lead a team of teaching assistants and be responsible for mentoring and developing the team.

Offer guidance and support to nursery staff, modelling best practice and showing up-to-date knowledge of current theory and practice.

Contribute to the development of and implementation of Individual Support Plans and Personal Care programmes.

Establish productive working relationships with the nursery team, acting as a role model and setting high expectations.

Promote the inclusion and acceptance of all children in the setting.

Have a solid understanding of the EYFS curriculum.

Establish a nurturing, exciting and inviting learning environment which focuses on the children's needs and interests.

Carry out intimate care, including changing nappies, and oversee the adherence to the intimate care policy by all practitioners.

Monitor and evaluate children's responses to learning activities through observation and planned recording of achievement against pre-determined learning objectives, using the Tapestry app.

Provide objective and accurate feedback to parents

Promote positive values, attitudes and good pupil behaviour, dealing promptly with conflict and incidents in line with established policy and encourage pupils to take responsibility for their own behaviour.

Liaise sensitively and effectively with parents/carers and participate in feedback sessions/meetings with parents/carers

Annual report writing

Support for the School

1. Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
2. Be aware of and support difference to ensure all pupils have equal access to opportunities to learn and develop.
3. Contribute to the overall ethos/work/aims of the school.
4. Establish constructive relationships and communicate with other agencies/professionals, to support achievement and progress of children.
5. Attend and participate in meetings as required.
6. Participate in training and other learning activities and performance development as required.
7. Recognise own strengths and areas of expertise and use these to advise and support others.
8. Provide appropriate guidance and supervision and assist in the training and development of staff as appropriate.

PERSON SPECIFICATION

- Job Title:** Baby Nursery Room Leader – Level 3
- Purpose:** Be responsible for providing leadership and management of the nursery, delivering high-quality teaching and effective use of resources.
- Reporting to:** Headteacher /EYFS Leader

Experience	<ul style="list-style-type: none"> • At least two years experience working with young children, some of this time must have been spent working with babies.
Qualifications/Training	<ul style="list-style-type: none"> • Good numeracy/literacy skills • NVQ 3 for Teaching Assistants or equivalent qualification or experience • Paediatric first aid training • Level 2 qualification in maths
Knowledge/Skills	<ul style="list-style-type: none"> • Has a solid understanding of safeguarding in an early years setting • Full working knowledge of relevant policies/codes of practice and awareness of relevant legislation • Excellent knowledge of foundation stage curriculum and other relevant learning programmes/strategies • Excellent understanding of principles of child development and learning processes • Ability to self-evaluate learning needs and actively seek learning opportunities • Ability to relate well to children and adults • Work constructively as part of a team, and possess strong leadership skills • Can use ICT effectively to support learning • Use of other equipment technology – video, photocopier