

## **Early Years Assistant - Unqualified** **Job Description**

<b>Reports to:</b>	Setting Manager
<b>Hours of Work:</b>	Dependent on Setting Requirements
<b>Salary:</b>	National Minimum Wage
<b>Location:</b>	Any of the Brambles Settings

### **The Brambles Ethos**

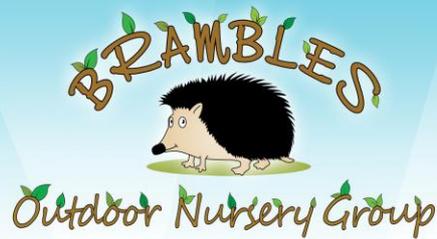
Brambles Outdoor Nursery Group is a multi-award winning, Ofsted registered group with multiple settings nestled within the beautiful Wiltshire countryside. We take inspiration from the Forest School ethos and use a nature-based approach to encourage our Brambles to explore the world using the environment around them to enrich their journey. We believe wholeheartedly in wellness. Our aim is to give children the tools they need to regulate their emotions, feel safe and work together so that they can become resilient adults who are able to deal with whatever life has to offer.

Overall, we aim to provide a joyful experience at Brambles that promotes honesty, positivity and mutual respect. We expect our staff members to aspire to be the very best within our industry and we support them to achieve this through the offering of a positive working environment, peer to peer learning and continuous career development.

### **Main Duties**

- To learn how to plan, prepare and participate in a range of activities that promote each child's physical, intellectual, and emotional needs, and encourage linguistic and social interaction between the children and adults.
- To learn how to be responsible for a group of children, by observing, monitoring, and accurately recording each child's development in line with the curriculum planning of 'The Early Years Foundation Stage'.
- To attend parent evenings / open days as required, and learn to communicate with parents, carers about the day-to-day needs of the children by fostering parental involvement and encouraging positive parenting skills.
- To learn how to use the Family App as a tool to record children's daily activities and progress and to use this to update parents/carers.
- To learn how to promote the philosophy of 'learning through play'.
- To learn how to help children acquire self-help skills, including dressing, feeding, toilet training, and an awareness of personal hygiene.





- To ensure that all children are treated as unique individuals with respect and full consideration.
- To attend staff and team meetings as appropriate.
- To learn about ensuring the environment meets safety and hygiene requirements.
- To learn about the Children Act 1989 and other statutory requirements.
- To learn how to maintain records and documentation that comply with statutory requirements.
- To learn how to respond to Child Protection Policy and Confidentiality.
- To actively participate in monthly staff meetings.
- To attend training courses as required and to take responsibility for personal development.
- To maintain an excellent working relationship with all colleagues.
- To have a commitment to equal opportunities for all.

### Essential criteria

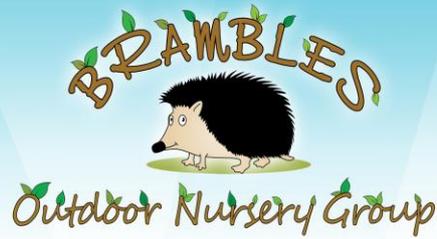
- A genuine desire to work within Early Years.
- A desire to gain a good understanding of safeguarding and child protection procedures.
- An interest in play-based approaches to children's learning and development and the Brambles ethos.
- Undertake Paediatric First Aid training as required ensuring that all First Aid administered is recorded in line with EYFS welfare requirements.
- Good communication skills.
- The ability to work as part of a multi-disciplinary team.
- A friendly and flexible approach at work which facilitates the development of effective relationships.
- To understand the importance of confidentiality with regards to children and their families.
- This role can be physically and emotionally demanding at times and requires the post holder to be happy in undertaking all that comes with looking after young children in an outdoor environment.
- Knowledge (and love) of the outdoors is essential for all members of the Brambles adult team. All our staff have a passion for outdoor learning through nature. For example - how many trees can you identify, what learning opportunities do the different seasons bring, how can you use the outside environment to encourage play and development in our little Bramblers?

\*This job description is not an exhaustive list of duties and the post holder will be required to undertake any other reasonable duties discussed and directed by the Manager or Owners. The post holder is also expected to be flexible and adaptable in their approach to fulfilling their duties.

### Benefits

- An employee childcare discount.
- Great hourly rate.
- An additional day holiday for each year of service, up to a maximum of 5 years.
- Private Health Care through AXA once you have passed your probation period.
- The opportunity to use the Brambles Cholderton Family Pass.
- Training and Development Support.





- A yearly performance pay review.
- Mental Health Support Package.
- Christmas Party.

### **Commitment to Safeguarding and Child Protection**

We take the safeguarding and welfare of all children at our Nursery extremely seriously. Therefore, at all times our Practitioners will:

- Safeguard the children's wellbeing and maintain the public's trust in the Nursery.
- Provide a safe environment.
- Identify children who may be in need of extra help or who are suffering or are likely to suffer significant harm.
- Promptly raise any concerns to the Nursery's Designated Safeguarding Lead and work with other services as needed.
- Attend the relevant safeguarding training and relevant training as required.

### **Pre-Employment Checks**

Any offer of employment will be subject to a number of vetting checks including but not limited to a satisfactory Enhanced DBS, a Child barred list check, qualifications, ID check and references.

### **Training and Development**

Child protection, First Aid, Safeguarding and other relevant staff training is mandatory for staff and is provided online via EY Central or an in-house course.

