



Purley Nursery School. 58 Pampisford Rd, Purley CR8 2NE

**A vacancy has arisen for a  
Early Years Educator role (Maternity cover)**

To work 36 hours per week

Monday-Friday- Term Time only

Early Years Educator roles will be paid at Grade 5, Scale point 13 – 15,  
FTE £28,269 - £29,214 (pro-rata term time only)

**This role is on a fixed term contract covering maternity leave, starting  
15th May 2023 duration at least six months.**

Purley Nursery School is committed to safeguarding our children. We follow Safer Recruitment practices which include, but are not limited to, applying for DBS checks on all newly appointed staff.

***Closing date: Monday 24th April  
Interviews: Tuesday 2nd May***

**Personal Specification**

**Personality**

- Has a warm personality and is able to stay calm under pressure
- Demonstrates good interpersonal skills with children and adults
- Is able to build trusting relationships with children

**Competencies**

- Knowledge and understanding of Early Years Education, EYFS Assessment Framework and pedagogy
- Enjoys learning and has a positive attitude towards professional development
- Excellent communication skills
- Team player
- Thinks creatively
- Good organisational skills

- Is able to work independently and show initiative
- Level 3 qualification

### **Qualifications (Desirable)**

- Experience of working in EYFS
- Experience of working with assessment tracking systems e.g. Target Tracker

## **Job Description**

### **Support for Pupils**

- Carry out assessment and tracking of children's learning within the key worker role.
- Provide pastoral support to children and families.
- Attend to children's personal needs and provide advice to assist in their social, health & hygiene development
- Work alongside School SENCo to carry out comprehensive assessment of children to determine those in need of particular help
- Assist the teacher with the development and implementation of Individual Education/Behaviour/Support/Mentoring plans
- Establish productive working relationships with children, acting as a role model.
- Provide information and advice to enable children to make choices about their own learning/behaviour.
- Challenge and motivate children, promote and reinforce self-esteem
- Provide feedback to children in relation to progress, achievement & behaviour etc.

### **Support for Teachers**

- Participating in curriculum planning and evaluation, contributing own thoughts and ideas to termly, weekly, daily plans and Education, Health and Care Plans (EHCP's)
- Prepare the learning environment, assisting in the organisation of the room arrangement and resources. Valuing and displaying children's work.
- Support children's access to learning using appropriate strategies, resources etc.
- Work with the Lead Teacher and Head of School in planning, evaluating and adjusting learning activities as appropriate.
- Monitor and evaluate children's responses and progress against action plans through observation and planned recording.
- Provide objective and accurate feedback and reports to parents on child achievement, progress and other matters, ensuring the availability of appropriate evidence.

- Be responsible for keeping and updating records as agreed with Lead Teacher, contributing to reviews of systems/records as requested.
- Assist in the development and implementation of appropriate behaviour management strategies.

### **Support for the Curriculum**

- Implement agreed learning activities/teaching programmes, adjusting activities according to pupil responses/needs
- Be aware of and appreciate a range of activities, courses, organisations and individuals to provide support for pupils to broaden and enrich their learning
- Determine the need for, prepare and use specialist equipment, plans and resources to support pupils

### **Support for the School**

- 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.
- Be aware of and support differences and ensure all pupils have equal access to opportunities to learn and develop.
- Contribute to the overall ethos/work/aims of the school.
- Contribute to whole school development and improvement.
- Appreciate and support the role of other professionals.
- Attend and participate in relevant meetings as required.
- Participate in training and other learning activities and performance development as required for both School and Wrap Around Care provision.
- Assist with the supervision of nursery children during lunchtimes.
- Accompany teaching staff and pupils on visits, trips and out of school activities as required and take responsibility for a group under the supervision of the teacher.

For more information please contact the school office:  
0208-660-5639

[office@purley.croydon.sch.uk](mailto:office@purley.croydon.sch.uk)

Further information and application forms available from the school website:

<https://www.purleynurseryschoolcc.com/>