



BRANSTON COMMUNITY ACADEMY NURSERY NURSE



JOB DESCRIPTION

This post is for a full-time Nursery Nurse, 20 hours per week, Term time.

- POST TITLE:** Nursery Nurse
- ESTABLISHMENT:** Branston Community Day Nursery
Branston Community Academy
- SALARY:** Salary: £7,416 - £7,521 (actual salary p.a.).
- RESPONSIBLE TO:**
1. Nursery Manager and her Deputy
 2. Assistant Vice-Principal i/c Nursery
 3. Principal and Governors of Branston Community Academy.
- GENERAL SCOPE OF POST:** To be part of a staff team maintaining a caring and stable environment for young children in accordance with National and Academy policy guidelines.
- PRINCIPAL DUTIES:** The Nursery Nurse will be required to:
1. Work as part of a team on duties as required in accordance with the staff duty rota arranged by the Senior Nursery staff.
 2. Participate in planning and organising the day-to-day activities for the children in the Nursery.
 3. Assist in providing an environment which encourages the children to develop and learn through play.
 4. Develop appropriate caring and educational relationships with all the children with whom he/she is working.
 5. Ensure that any essential knowledge which is gained as a result of such relationships is given to the Senior Nursery staff.
 6. Attend staff meetings and training when so required by the Nursery Manager.
 7. Participate in the supervision of the children during mealtimes whilst on duty at the Nursery.
 8. Participate in social activities for the benefit of the children.
 9. Monitor children's progress, including physical progress and report any cause for concerns to the Senior Nursery staff.

10. Comply at all times with national and local requirements regarding the care of children in nursery facilities.

HEALTH AND SAFETY:

To comply with the requirements of the Health and Safety At Work Act, the Children Act (1989), all other relevant legislation and Academy policy, acting within those requirements at all times.

OTHER DUTIES:

The post holder will be required to carry out such other duties as may be determined from time to time within the general scope of the post. Duties and responsibilities outside the general scope will only be required with the consent of the post holder.

PERSON SPECIFICATION:

1. Have a good general education and NNEB, NVQ Level 3, Cache Diploma in Childcare and Education or equivalent qualification.
2. The post holder should have a great deal of enthusiasm for and commitment to working with young children and their parents.
3. The post holder should be in tune with the community ethos of the Academy.
4. The post holder should possess the professional integrity required by the post.

In the interests of economy we will not be writing to all unsuccessful candidates and you should assume that if you have not heard from us within four weeks of the closing date you are not being called for interview.

For any queries regarding the above post, the contact person is Mrs Nicola Pratt, Nursery Manager (01522 880420).

Branston Community Academy is committed to safeguarding and promoting the welfare of students and young people and rigorous Child Protection procedures are in place. This post is therefore subject to an enhanced Disclosure and Barring Service (DBS) check.

Whistleblowing

Employees are often the first to realise that there may be something seriously wrong within the Academy. However, they may not express their concerns because they feel that speaking up would be disloyal to their fellow colleagues or to the Academy. They may also fear harassment or victimisation. In these circumstances, it may be easier to ignore the concern rather than report what may just be a suspicion of malpractice.

The Academy is committed to the highest possible standards of openness, probity and accountability. In line with that commitment the Academy encourages employees and others with serious concerns about any aspect of the Academy's work to come forward and voice those concerns. It is recognised that certain cases will have to proceed on a confidential basis. This statement is intended to encourage and enable staff to raise serious concerns within the Academy rather than overlooking a problem or blowing the whistle outside.

Closing Date: Wednesday 15th May 2019