

## **Early Years Support Worker Vacancy**

**Start date: January 2025**

**Salary:** Green Book Grade 5 – 8, (£17,095 - £23,000 Actual / £24,790 - £33,366 FTE), dependent on qualifications and experience.

This will be a Fixed Term appointment, running until 31.08.2025, term time only. This will be reviewed subject to school budget and pupil support requirements prior to September 2025.

We have a vacancy for the position of Early Years Support Worker, working within our Nursery setting (may be asked to work across the Early Years setting).

Working hours will be 30.5 hours per week, between the hours of 8.30am - 3.30pm (with a 1-hour lunch break) Mon to Fri, plus 30 minutes per week (accrued) to attend team meetings.

### **Main purpose of role**

To work under the guidance of the teaching / senior staff, and within an agreed system of supervision, to implement agreed work programmes with individual and groups of children. To enable access to learning for pupils and assist the teacher in the management of pupils in all learning environments. Work may be carried out in a classroom setting, break out area, outside play area, woodlands, and dining hall.

As an Early Years Support Worker, you will be expected to:

- Promote and support the inclusion of all pupils
- Engage and interact well with pupils and colleagues
- Have a good understanding of child development and how to support children in a play-based environment
- Maintain the learning environment to a high standard, reflecting the children's interests and skills
- Explain tasks and activities in a clear and engaging manner
- Be the nominated Key Worker for a group of children, record observations, maintain up to date profiles of the children's development and progress
- Provide feedback to pupils, teaching staff and parents in relation to progress, achievement, and behaviour
- Support children with their self-care needs
- Provide support to teachers across all learning environments
- Support the class teacher / senior staff during parent's meetings / evenings
- Have high expectations of behaviour and learning
- Be adaptable and reflective in their approach to meeting the needs of pupils
- Promote our school values, vision, and ethos

The successful candidate will;

- Be excited at the prospect of contributing to the development of our school
- Be qualified to, or be prepared to undertake training in, NVQ Level 3 in Early Years Education
- Be willing to undertake CPD and contribute to the ongoing success of the Early Years setting
- Be calm and patient and develop positive working relationships with all stakeholders
- Demonstrate energy and enthusiasm
- Demonstrate a good knowledge of safeguarding

School visits are welcomed. Application forms can be obtained from our school website and should be completed and sent to Iris Martin Gallego, School Administrator at **imartingallego1524@langford-village.oxon.sch.uk**

Please feel free to contact the school office via email on [office.2608@langford-village.oxon.sch.uk](mailto:office.2608@langford-village.oxon.sch.uk) or by phoning 01869 369021, if you would like to arrange a visit or require any further information.

**Closing Date for all applications: 18<sup>th</sup> December 2024, midday**

**Interviews will be held on: w/c 6<sup>th</sup> January**