Job description

## **Early Childhood Practitioner**

* Grade: Grade Scale 6
* Reports to: Senior Early Childhood Practitioner
* Direct reports: None
* Your team: Bright Start Central
* Service area: Learning and Achievement
* Directorate: Children and Young People

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| Special requirements of the post |
| Workstyle: Frontline (Full presence, working in the borough full time)   * Colleagues whose role is delivering frontline services to residents, visitors, businesses and/or other colleagues while present in the borough and activities cannot be done remotely. |
| This post requires a DBS check at the appropriate level (Enhanced). |
| This post needs to meet the requirement of the Baseline Personal Security Standard. |
| This post is subject to the council’s declaration of interest procedure. |
| This post is designated as politically restricted. |

## Our mission

Islington is a place rich with diversity and culture. As a council our sense of purpose couldn’t be clearer: we serve. It’s in the logo. We are committed to challenging inequality in the borough and as one of the largest employers we know that to look after the place and the planet, we have to look after our people. **Together we can change the future**.

To do this, everyone who works at Islington Council lives by a set of values which guide us in everything that we do: collaborative, ambitious, resourceful, and empowering. They spell out ‘CARE’, which is what we think public service is all about.

## Overview of the role

Under the overall direction and management of the Senior Early Childhood Practitioner, to implement high quality early years practice and provision through stay and play sessions and other outreach services, including childminder stay and plays. This will be across one locality to support all children to reach their full potential, particularly in the prime areas of learning and development.

You will also be expected to plan, set up, and deliver sessions both indoors and in outdoor green spaces, ensuring activities are inclusive, stimulating, creative, and fun for children aged 0–5 and their families. You will contribute to directing, supporting, and leading session delivery by modelling effective practice and applying strong organisational skills and childcare knowledge to guide staff, including apprentices.

## As an Early Childhood Practitioner, you will be responsible for using evaluative tools to improve practice and measure impact, analysing data to report on service delivery, maintaining effective service systems, and promoting good practice through advice and guidance.

## Key responsibilities

* Contribute to the development and maintenance of developmentally appropriate, child-centred, play-based provision for young children which provides the nurturing environment needed to promote children’s emotional stability, independence, autonomy and creativity.
* Foster positive relationships and close working links with the range of professionals throughout the early childhood structure in order to promote access to wider integrated services for all families and children and support a multi-disciplinary team around the child and family approach. This includes completing and using Early Help Assessments (EHA) and participating in Team around the Child (TAC) meetings where appropriate.
* Develop and maintain a partnership with parents that value their contributions and involves them in their child’s education, including support for the home learning environment.
* Providing each child with appropriate care throughout the child’s time in the outreach services, in partnership with their parent/carers:

1. Develop a strong relationship with each child and parent.
2. Help each child to become familiar with and confident in the setting.
3. Build relationships with parents, ensuring there are regular opportunities to share information on the child’s development at home and in the stay and plays.
4. Support children’s development through observation, assessment and planning in partnership with parents/carers and other colleagues.

* Develop and maintain appropriate positive behaviour strategies with children.
* Attend and participate in relevant CPD, share the knowledge and ideas gained with colleagues in the setting and lead on further development in this area if required. Also willing to keep up to date with best early years practice, local and national policy.
* Uphold the principles of good practice in inclusion and equal opportunities in all aspects of the role, supporting early identification and intervention strategies at all times.
* Maintain and contribute to the development and consistent use of systems particularly IT systems for planning, observation, assessment and record-keeping.
* Contribute to the development of relevant policies and procedures.
* Draw on the expertise of colleagues within the setting, and outside agencies to meet the needs of individual children.
* Safeguard children through adherence with local and national safeguarding procedures and engagement with early identification and preventative services.
* To undertake other duties commensurate to the grade of the post.
* Work during times that will promote direct work with families and the community. This will include morning, afternoon, evening and weekend work as required

### Compliance

The post holder is expected to:

* Ensure adherence to legal, regulatory, and policy requirements under GDPR, Health and Safety, and in your area of expertise by identifying opportunities and risks, and escalating issues as necessary.
* To use and assist others in the use of information technology systems to carry out duties in the most efficient and effective manner.
* To pass a literacy test covering spelling and grammar if needed.
* To achieve agreed service outcomes and outputs, and personal appraisal targets, as agreed by the line manager.
* To be committed to the Council’s core values of public service, quality, equality including adhering to Equal Opportunities Policy and empowerment and to demonstrate this commitment in the way duties are carried out.
* To undertake training and constructively take part in meetings, supervision, seminars and other events designed to improve communication and assist with the effective development of the post and post holder.
* To carry out duties and responsibilities in accordance with the council’s commitment to customer service excellence and ensure compliance with the customer care standards.
* To ensure that duties are undertaken with due regard and compliance with the Data Protection Act and other legislation.
* The nature of the job requires a high degree of initiative, confidentiality, tact and discretion when giving or receiving information, which could be confidential.

## Person specification

Your application form needs to demonstrate how you fulfil the role's requirements. It is essential to address the criteria, as this will be used to evaluate your suitability for the position.

### Criteria

Essential: the basic requirements that must be met for someone to be considered for a particular job. These criteria are mandatory and cannot be negotiated. Essential criteria directly impact the core qualifications or skills necessary to perform the job effectively.

Desirable: the additional qualities, skills, or qualifications that would be advantageous for a candidate to possess but are not mandatory. Not meeting them does not automatically disqualify someone from consideration for the job. This also allows candidates who do not possess certain desirable criteria the opportunity to explain how their other knowledge, experience and skills relate to these and what they may be in the process of doing or willing to do to achieve these.

#### Knowledge, experience, and skills

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| Point | Criteria description | Essential/desirable |
| 1 | Educated to at least GCSE or equivalent with C or above in English language. | Essential |
| 2 | Minimum Level 3 qualification in childcare/early years practice with suitable practice placements (e.g. NNEB Certificate, NVQ Level 3 - Childcare/Early Years Care, BTEC Nationals in Childhood Studies or equivalent). | Essential |
| 3 | Substantial post qualifying experience of working with children under 5 in an early year setting. | Essential |
| 4 | Secure knowledge of early childhood development and the importance of early identification and intervention including the range of factors that can inhibit children’s learning and development. | Essential |
| 5 | Understands and delivers flexible, a range of accessible local and community services for children under 5 and their families. | Essential |
| 6 | Demonstrate a knowledge of current developments and issues in the education and care of young children, including those who are vulnerable or disadvantaged. | Essential |
| 7 | Promote an inclusive, stimulating environment that supports children’s learning and well-being, including those with SEND, using effective strategies to meet all areas of development particularly prime areas. | Essential |
| 8 | Demonstrate the ability to safeguard and promote the welfare of children and provide a safe learning environment and recognise when a child is in danger or at risk of abuse. | Essential |
| 9 | Work and communicate effectively with multi-agency teams, contributing to integrated reviews, early help assessments, and support plans such as SEND short-term plans, while supporting policy development. | Essential |
| 10 | Demonstrate the ability to effectively contribute and support staff with the observation, assessment, tracking and planning systems in place. | Essential |
| 11 | Demonstrate the ability to develop effective relationships with parent/carers and support them in promoting their children’s learning and development in the home. | Essential |
| 12 | To have relevant IT skills, be willing to develop these skills as necessary and be familiar with relevant software. | Essential |
| 13 | Demonstrate the ability to relate easily and communicate effectively with children aged birth to 5, listening and responding sensitively. | Essential |
| 14 | High level of written and verbal communication and interpersonal skills. | Essential |
| 15 | Demonstrate the ability to analyse data and identify future actions for development. | Desirable |
| 16 | Demonstrate the ability to be a role model, lead, develop and support staff and services. | Essential |

## **Our accreditations**



Our accreditations include: The Mayor’s Good Work Standard, Disability Confident Employer, London Living Wage Employer, Stonewall Diversity Champion, and Employer with Heart.