



BENYON PRIMARY SCHOOL



Tyssen Place, West Road, South Ockendon, Essex, RM15 6PG

Tel: 01708 853200

admin.BPS@catrust.org.uk

www.benyonprimaryschool.org.uk

Headteacher: Mrs Samantha Oxley

Education Nursery Team

JOB TITLE: Nursery Lead

REPORTS TO: Nursery Manager

SUPERVISES: Not Applicable

BAND: 2

JOB PURPOSE:

To work as part of a team to support and assist children's play and learning in a child-centred environment whilst maintaining high standards of childcare and good behaviour.

KEY CORPORATE ACCOUNTABILITIES

To actively promote the School's Equal Opportunities Policy and Diversity Strategy and observe the standard of conduct which prevents discrimination taking place

To maintain awareness of and commitment to the School's Equal Opportunity Policies in relation to both employment and service delivery

To fully comply with the Health and Safety at Work Act 1974 etc, the School's Health and Safety Policy and all locally agreed safe methods of work

At the discretion of the Head Teacher, such other activities as may from time to time be agreed consistent with the nature of the job described above

To work with colleagues to achieve service plan objectives and targets

To participate in Employee Development schemes and Performance Management and contribute to the identification of own team development needs

PRINCIPAL ACCOUNTABILITIES

- To be responsible for all round care of children 0-4 yrs and plan and implement activities to support children's development to cover the six areas of learning.
- To communicate effectively and work in partnership with parents and other professionals and to respect confidentiality when appropriate.
- To take on the role of key worker to a group of children and to maintain accurate developmental records.

Benyon Primary School are part of Catalyst Academies Trust, a company limited by guarantee, registered in England & Wales (Company Number 08407989). Registered office: Catalyst Academies Trust c/o Dilkes Academy, Garron Lane, South Ockendon, Essex, RM15 5JQ





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- To attend staff meetings and training sessions as required.
- To work within all nursery policies and procedures including administration and recording of first aid.
- To ensure nursery environment and resources are safe and clean in accordance with health and safety regulations.
- Supervise the Nursery in the absence of a Teacher.

At the discretion of the Lead Nursery Nurse/Headteacher, such other activities as may from time to time be agreed consistent with the nature of the job described above.

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Staff
Engagement
Award

