

Job vacancy title	NNEB - Maternity Cover
Provider's Name	Castle Tots at Castle Hill Primary School
Provider's Address	Buckland Road Chessington Surrey KT9 1JE
Contact Name	Becky Stopford
Phone	02083972006
Email	becky.stopford@castlehill.rbksch.org

<p>Job Description</p>	<p>Purpose of Post:</p> <p>To provide a high standard of physical, emotional, social and intellectual care for children placed in the Setting.</p> <p>To give support to other personnel within the Setting.</p> <p>To implement the daily routine in the base room.</p> <p>Key Areas</p> <ul style="list-style-type: none"> ● Care for Children (including babies and under 2's). ● Plan appropriate sessions for children. ● Assess and respond to children's needs and learning. ● Team Work. ● Liaise with Parents/Carers.
<p>Days and hours of work</p>	<p>37 working hours per week (excluding half an hour lunch), Monday to Friday, (hours will be flexible)</p> <p>Our provision runs from 7.30am to 6pm.</p>
<p>Salary</p>	<p>Dependant on experience</p>

Qualifications	<p>Qualifications</p> <ul style="list-style-type: none">● Completion of a recognised Level 3 Childcare qualification, e.g. Level 3 Diploma for the Children & Young People's Workforce, NVQ Level 3 in Children's Care, Learning and Development – or be working towards completion of these.● A positive approach to gaining further qualifications● Some understanding of the importance of Health & Safety and Food Hygiene in the workplace. <ul style="list-style-type: none">● Completion of Safeguarding Awareness course (Group 2)● Health & Safety certificate● First Aid certificate● Completion of other relevant courses● Food hygiene certificate
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Experience and skills required

Skills, aptitude, knowledge and experience.

- Previous experience of caring for, or working with children aged 0-5 in a voluntary or paid capacity
- Interest in the care, learning and development of young children
- An understanding of the Early Learning Goals
- Knowledge of the National Standards for the regulation of Childcare provision
- A commitment to the provision of high quality childcare
- A positive approach to learning and gaining new skills through teamwork and training opportunities

• Knowledge and experience of Forest schools or outdoor learning.

Personal qualities

- Good organisational, record keeping and planning skills
- Punctuality
- Excellent communication skills, with children, colleagues, advisors and parents/carers.
- Patience

	<ul style="list-style-type: none"> ● Empathy with children, colleagues and parents/carers ● Reliability and trustworthiness A positive approach to inclusive practice, with children and colleagues ● Enthusiasm for working with young children ● Flexibility – occasionally working hours might be changed, e.g. if the setting hosts a Parents' Evening ● Able to work in small teams
Any other information	<p>Please see the school website for further information</p> <p>https://www.castlehill.kingston.sch.uk/</p>
Closing date for applicants	17/06/2020
Position start date	21/06/2020

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