

JOB DESCRIPTION

POST: EYFS Apprentice - Level 2

SCHOOL: Skelton School

Main Purpose of the Role

The EYFS Apprentice - Level 2 plays a crucial role in supporting the learning, play, and development of children aged 3-5 at Skelton School, a small, community-focused primary school in Cumbria. This position is integral to delivering high-quality care and education in line with the school's vision and values, which emphasise a family-feel, strong parental engagement, and a commitment to inclusive, stimulating learning environments.

KEY RESPONSIBILITIES AND DUTIES

Supporting Children's Learning and Development

- Support the learning, play, and development of children aged 3-5 in line with the Early Years Foundation Stage (EYFS) framework
- Help set up and maintain a stimulating, safe, and inclusive learning environment for EYFS pupils
- Work alongside experienced staff to deliver high-quality care and education to EYFS children

Assisting with Daily Routines

- Assist with daily routines such as snack time, outdoor play, and creative activities
- Observe and document children's progress to contribute to their learning journeys

Building Relationships

- Build positive relationships with children, parents, and colleagues
- Contribute to a warm, nurturing, and family-feel environment that aligns with the school's values

Professional Development

- Attend college when required, to complete your Level 2 Early Years Practitioner qualification
- Engage in continuous professional development opportunities to enhance your skills and knowledge

Skills and Competencies

- Enthusiasm and passion for working with young children
- Ability to create a stimulating and inclusive learning environment

- Strong communication and interpersonal skills to build positive relationships with children, parents, and colleagues
- Attention to detail and observational skills to document children's progress
- Commitment to continuous learning and professional development
- Alignment with the school's vision and values of a family-feel, community-focused, and inclusive approach

Professional Development

As an EYFS Apprentice - Level 2 at Skelton School, you will have the opportunity to engage in ongoing professional development to enhance your skills and knowledge. The school is committed to supporting the growth and progression of all staff, and you will be encouraged to participate in training, workshops, and other learning opportunities that align with your role and the school's priorities.

Safeguarding

Skelton School is committed to safeguarding and promoting the welfare of children. The EYFS Apprentice - Level 2 will be expected to demonstrate a strong understanding of child protection and safety, and to actively contribute to the school's efforts to maintain a safe and nurturing environment for all pupils. This includes:

- Adhering to the school's safeguarding policies and procedures
- Reporting any concerns about a child's well-being or safety to the designated safeguarding lead
- Participating in regular safeguarding training and updates
- Promoting a culture of vigilance and a commitment to the safety and well-being of all children in the school's care.

EYFS Apprentice - Person Specification		
	Essential	Desirable
Qualifications and Experience	<p>GCSE Maths and English or equivalent at grade 4/C or above</p> <p>Experience working with children</p>	<p>Basic Food Hygiene certificate</p> <p>Understanding of safeguarding and child protection</p> <p>A Paediatric First Aid qualification completed within the last three years</p>
Specialist Knowledge		<p>Understanding of the EYFS Framework</p> <p>Knowledge of The Childcare Act (2006)</p> <p>The use of technology to effectively support teaching and learning and to monitor children's progress</p>
Skills and Abilities	<p>Good organisation and time management skills</p> <p>Ability to communicate confidently and professionally with a wide range of people, both written and verbally</p> <p>To promote and portray the school's vision positively</p> <p>Be reflective and evaluative</p> <p>Be imaginative and creative</p>	<p>A basic understanding of childcare</p> <p>A good standard of IT skills</p>
Personal Characteristics	<p>Committed & Reliable</p> <p>Resilient</p> <p>Patient</p>	<p>Desire to continue with CPD</p>

	Caring Sense of humour Flexible Positive Self-motivated Self-reflective Hardworking	
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