Job Description

Job Title: **Apprentice in Childcare**

Responsible to: **Nursery Manager**

Responsible for: **No subordinate staff**

Summary

This position in Dovedale Nursery is an opportunity to gain a level 3 childcare qualification in a friendly nursery which has been graded 'Outstanding' by Ofsted. Whilst training supervision and support will be offered by senior staff.

Description:

- To act as key person for a group of children working in partnership with parents to meet individual needs and promote wellbeing.
- To contribute to and evaluate weekly play plans in accordance with the Early Years Foundation Stage criteria.
- To maintain accurate developmental records and Learning Journeys for key children.
- Act as a positive role model of appropriate behaviour to children and manage unwanted behaviour following nursery policy.
- Promote the good health of children with regard to food hygiene, personal hygiene and health and safety.
- Ensure the safety and security of the children and premises.
- Follow nursery practice and protocol with regard to safeguarding children and child protection.
- To carry out basic First Aid treatment as necessary.
- Attend all staff meetings, external training as requested by the nursery.

Employer Description:
Dovedale Nursery is a subsidiary of the Chelmsford College group. Dovedale Nursery achieved an Ofsted rated outstanding and is based on the Moulsham Street campus of Chelmsford College. We operate 48 weeks of the year and are open from 7.30 am – 6 pm daily caring for children from a year to rising 5's. We also operate out of school care for a local school.

Training to be Provided:
Level 3 Diploma for the Children and Young People's Workforce (Early Learning and Childcare or Children and Young People's Social Care)
Level 2 Functional Skills in Maths, English and ICT if required
Level 2 Award in Employment Responsibilities and Rights in Health, Social Care or Children and Young People's Settings

Personal Qualities:

- Passion for developing skills and abilities of young children
- Reliability
- Good interpersonal skills
- Able to work as part of a team

Required Qualifications:

- GCSE grade C or above in English and Maths