



Post: Nursery School Teaching Assistant
Grade: 6
Hours: 37 Hours Monday – Friday, term time only
Responsible to: Nursery School Headteacher

Job Purpose

- To respond to the individual needs of children so that each child is offered a rich, enjoyable and inspirational early years education which enhances their life experiences, development and learning at this unique and sensitive period of life
- To provide a responsive, nurturing, and stimulating environment for the children in the Nursery School and throughout the ACE Centre.
- To establish consistent, stable relationships with individual children and their families

Main Duties

- To promote the setting's ethos, vision and values throughout provision and practice
- To understand and work to the setting's policies and procedures e.g., child protection, health and safety, and confidentiality
- To work to National Standards, and Ofsted and ACE Centre Governors' requirements
- To meet the needs of the children through physical care, relationships, play, and interaction
- To provide a stimulating, inspiring and challenging learning environment for children by contributing to the resourcing and maintaining of both the indoor and outdoor areas
- To contribute to observations of individual children which enable staff to respond to and play for children's individual needs and development
- To contribute to planning for individual children to celebrate and extend their interests, well-being, and learning
- To keep records of learning & development (observations & profiles) for a group of key children
- To contribute to selecting and maintaining appropriate resources and equipment
- To work as a member of a team, supporting other team members and contributing to team meetings
- To respect and respond to individuals' rights and to their family and community backgrounds
- To promote equality of opportunity and inclusive practice

The ACE Centre Nursery School
Burford Road □ Chipping Norton □ OXON □ OX7 5DZ □ Tel: 01608 644440
Email: office@cnacecentre.co.uk
Web: www.ace-chipping-norton.co.uk





- To reflect on personal practice, and contribute to the monitoring and evaluation of practice and provision within the setting
- To have a commitment to personal and professional development e.g. to attend supervision and performance management meetings and to play an active role in our Teaching School by engaging in training, team action research and welcoming visiting practitioners to our school
- To work closely with other professionals who are involved with children and families in your group
- To undertake such other duties as may reasonably be required by the Nursery School's Lead Teacher or senior colleagues

The ACE Centre Nursery School
Burford Road □ Chipping Norton □ OXON □ OX7 5DZ □ Tel: 01608 644440
Email: office@cnacecentre.co.uk
Web: www.ace-chipping-norton.co.uk

