**Job Description**

**Stay and Play Worker**

**Post Title:** Stay and Play Worker

**Responsible to: Jill Mountford:** Centre Manager

Location: NXG Trust,

Besson Street Community Garden,

Besson Street, London SE14 5AE

**Hours:** 9 hours per week (term time only)

9.00-12.00 Monday,

9.00-12.00 Tuesday and

1.00-4.00 Wednesday

**Salary:** £11.70 per hour

**Contract:** Permanent

**Closing Date:** Wednesday 11 July.

**General Description**

The post-holder will be part of a small, efficient and effective team delivering three 2-hour Stay and Play sessions to local families with children under 5 as part of Lewisham Area 1 childcare delivery.

**Key Tasks and Responsibilities**

* Working as part of the team at Besson Street Community Garden, helping to facilitate stay and play activities in a positive, caring and stimulating environment in accordance with recognised good practice.
* Support and encourage parents and carers to engage in indoor and outdoor play with their under fives. Help parents and carers understand learning goals and how they can best support their children to achieve better health, parenting and school readiness outcomes.
* Contribute towards planning, evaluating and reviewing sessions, ensuring that for each session, planning and delivery is under-pinned by the Early Years Foundation Stage (EYFS) framework.
* Help set up the playroom for the daily programme and help tidy away at the end of the session.
* Work with children and their parents/carers individually, in small groups and in large groups, making good use of the vast outdoor space and learning opportunities at Besson street Community Garden
* Contribute towards developing our Under Fives outdoor curriculum.
* Keep up to date with services, agencies and activities that families can access and benefit from, and signpost to these where applicable.
* Undertake daily risk assessments and ensure that sign-in sheets are completed daily.
* Administer first aid as required and keep the accident book up-to-date with any incidents involving injury however small.
* Keep up to date with relevant legislation and frameworks. Take part in any relevant training offered.
* Take responsibility for promoting and safeguarding the welfare of children and young people on site. Ensure policies and procedures are followed, for example, but not solely, Equal Opportunities, Child Protection and Safeguarding.
* Maintain an appropriate level of confidentiality at all times regarding children and their families and other staff in relation to policies and good practice.
* Contribute to providing a service that values different cultures, ethnic backgrounds and household structures of the families using the service.
* Contribute to providing a service that embraces and encourages use of the outdoor environment.
* Refer promptly any problems, complaints or issues that arise which could affect the care or safety of the children, their families or staff to the Centre Manager or a senior member of staff.
* Undertake other duties appropriate to the post and grade.

**Note:**

This post will require a DBS check.

Having a criminal record will not necessarily disqualify you from acquiring the post. However, the post is exempt from the Rehabilitation of Offenders Act 1974, therefore all convictions, cautions and bind-overs, including those regarded as spent, must be declared.

**Person Specification**

**Stay and Play Nursery Assistant**

All requirements are essential unless otherwise stated.

**Knowledge and Qualifications**

|  |  |
| --- | --- |
|  | Assessment  (A = Application, I = interview) |
| Level 2 qualification in Childcare | A I |
| A current paediatric first -aid qualification or willingness to attend training | A |
| A current level 2 Food Hygiene certificate or willingness to attend training | A |
| An awareness of best practice in childcare procedures | A I |
| Knowledge and understanding of the following: Child Protection and Safeguarding, Health and Safety, Equal Opportunities | A I |
| Knowledge of Early Intervention and family practices | A I |
| Knowledge of good nutrition and how to promote it with children and families | I |
| Knowledge of the Early Years Foundation Stage | A I |

**Skills and Abilities**

|  |  |
| --- | --- |
| Motivation to work with children and young people | I |
| An ability to work as a team member | I |
| An ability to work on own initiative and assume a level of  responsibility. | I |
| An ability and willingness to complete paperwork, undertake child observations and evaluation as required | I |
| An ability to communicate effectively and appropriately with children, paid workers, volunteers and parents/carers and keep confidentiality where appropriate in person, by telephone or in writing. | I |
| Ability to form and maintain appropriate relationships and personal boundaries with children and young people. | I |
| An ability to talk to and interact with children and support them with a view to developing their social skills and enable them to build positive relationships. Refer to other services as appropriate. | I |
| Possess and enable useful negotiating skills. | I |
| An ability to recognise the individual needs of all children and to organise a balanced programme of developmentally appropriate play activities. | A I |
| An ability to relate to different social and cultural backgrounds and actively put in to use equal opportunities in play work. | A I |
| A willingness to encourage outdoor play, making use of the many opportunities if working at Besson Street Community Garden. | A I |
| A willingness to undertake training. | I |
| A willingness to be flexible to cover additional sessions if needed | I |

**Experience**

|  |  |
| --- | --- |
| Have experience working directly with children aged 0 – 5 years | A I |
| Experience of organising play activities both indoors and outdoors | A I |
| Experience and commitment to putting equal opportunities, risk assessment, and safeguarding policies into practice with individuals and organisations | A I |

A – Application Form - you need to make reference to your knowledge, qualification or experience in the area marked A on you Application Form.

I – Interview - this may come up as a question in your interview.