



Registered Charity Number: 1019979  
Ofsted Number: 106982

Hillside Pre-School  
c/o Air Balloon Hill Primary School  
Hillside Road  
St George  
Bristol  
BS5 7PB

# Hillside Preschool Job Description – Early Years Practitioner Level 3

## **Job Purpose:**

To enable children to engage in a range of play and learning opportunities and to participate in the day to day running of the preschool.

## **Responsible to:**

The Manager/Deputy/Trustees

## **Job Details:**

£12.60 per hour – Monday, Tuesday and Wednesday 08.45 to 15.15 **Term time only**

## **Main duties and responsibilities:**

- To provide and maintain a high-quality service and their families working as part of a team to meet children's individual needs.

## **Children and Families:**

- To develop and maintain positive relationships with children and families.
- To assist with the planning and delivery of a wide range of activities to meet and extend all children's needs.
- To work within the EYFS and promote high standards of care for the children.
- To assume responsibility for key children and ensure that all children's developmental needs are met, accurately recorded and learning journals are up to date.
- To maintain children's safety and wellbeing at all times during attendance at the setting.
- To take any action required to ensure the safety and welfare of children and to report any concern immediately to the Manager.
- To ensure good communication between staff and parents/carers.



Registered Charity Number: 1019979  
Ofsted Number: 106982

Hillside Pre-School  
c/o Air Balloon Hill Primary School  
Hillside Road  
St George  
Bristol  
BS5 7PB

**Staff:**

- To work as a positive role model and member of the staff team
- To attend staff meetings, supervision and appraisals and relevant identified training.
- To have a flexible approach to working with children throughout the setting.

**General:**

- To work within policies and procedures at all times
- To keep accurate records as required
- To maintain positive working relationships with relevant external professionals
- To support and develop an environment which is inclusive for all and recognises and encourages diversity.
- To represent the setting professionally at all times, maintaining the settings integrity and being open to both giving and receiving feedback.
- To undertake any other duties as reasonably directed by the Manager/Deputy/or management committee.

**We will interview until we find the most suitable candidate to fulfil the job role and relate to our settings ethos and curriculum.**