

Job Description – Nursery TA

To support pupils' learning, development and wellbeing within the Nursery and across the wider primary school as required. The postholder will work under the guidance of teaching staff to help create a safe, stimulating and inclusive learning environment where all children can thrive academically, socially and emotionally.

Whilst the role is primarily based within the Nursery and Early Years provision, flexibility is essential as duties may extend to supporting pupils throughout the primary age range depending on the operational needs of the school.

Main Duties and Responsibilities

Supporting Teaching and Learning

- Support individuals and groups of children in their learning activities under the direction of the class teacher.
- Support and inspire young children through play-based learning, fostering curiosity, creativity, and confidence while promoting their overall learning and development.
- Assist in the planning, preparation and delivery of engaging learning experiences and activities.
- Encourage children's independence, confidence and positive behaviour.
- Help to create a nurturing, stimulating and inclusive classroom environment.
- Support children with varying learning needs to access the curriculum effectively.
- Contribute to the assessment and observation of children's progress, particularly within the Early Years Foundation Stage (EYFS).
- Promote language development, social interaction and play-based learning.

Nursery / EYFS Responsibilities

- Support children's personal, social and emotional development.
- Assist with toileting, personal hygiene and welfare needs where appropriate.
- Help maintain a safe, clean and organised learning environment indoors and outdoors.
- Prepare and maintain learning resources and continuous provision areas.
- Support children during snack, lunch and transition times.
- Foster strong relationships with children, parents and carers.

Wider School Responsibilities

- Provide support in other classes or key stages when required.
- Supervise pupils during breaktimes, lunchtimes, educational visits or school activities as directed.
- Support pupils with additional needs, including SEND, where appropriate.
- Promote the school's values, policies and expectations consistently.

- Work collaboratively as part of the wider school team.

Safeguarding and Professional Responsibilities

- Promote and safeguard the welfare of all children and young people.
- Follow all school safeguarding, health and safety, behaviour and confidentiality policies.
- Attend relevant training, meetings and professional development opportunities.
- Maintain professional and positive relationships with colleagues, parents and external agencies.
- Carry out any other reasonable duties appropriate to the role and grade as directed by the Headteacher.

Person Specification

Essential

- Experience of working with children in an educational or childcare setting.
- Good standard of English and mathematics.
- Ability to build positive relationships with children and adults.
- Understanding of child development and effective behaviour management strategies.
- Ability to work as part of a team and use initiative when required.
- Caring, patient and flexible approach.
- Commitment to safeguarding and promoting the welfare of children.

Desirable

- Relevant childcare or teaching assistant qualification (e.g. Level 2 or Level 3).
- Experience within Nursery or EYFS provision.
- Knowledge of the EYFS Framework.
- Experience supporting children with SEND.
- First Aid qualification or willingness to undertake training.

Key Attributes

The successful candidate will:

- Be enthusiastic, nurturing and adaptable.
- Demonstrate excellent communication and interpersonal skills.
- Show a willingness to support across different areas of the school when needed.
- Be committed to helping all children achieve their full potential.
- Contribute positively to the ethos and wider life of the school.