

Job Description

Job Title:	Early Years Practitioner
Hours of Work:	12.00 midday – 5.00 pm, Monday – Friday (25 hours per week)
Department:	Bradshaw
Accountable to:	Deputy Head, Head of Bradshaw
Number of direct reports:	None
Budgetary responsibility:	None
Location:	Winchester House School
Purpose of the role:	To support teaching and learning within the Early Years Foundation Stage.

The Stowe Group

The Stowe Group of schools (Stowe, Ashfold, Swanbourne House and Winchester House) is situated on four separate sites in Buckinghamshire and Northamptonshire and educates children from 3-18 years. Within The Stowe Group there are more than 1,800 pupils and 800 members of staff. The schools occupy sites of historical significance in Swanbourne, Dorton, Brackley and the world-famous landscape gardens at Stowe, where we work with The National Trust to manage 880 acres and open the grounds to over 200,000 visitors a year. Stowe House is open to the public during the School holidays and for guided tours during term time. The Stowe Group is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. In 2021, The Stowe Group launched its transformational Change Makers vision and Change 100 programme.

Vision & Ethos

We are Change Makers

Our goal is to inspire pupils and staff to be Change Makers who will shape positive futures for themselves, their families and the global community. Our World-class facilities support our educational aims and are shared with the wider community. We strive for excellence and celebrate achievement, valuing education as a journey and not a destination in the belief that all pupils can exceed their potential. Learning is learnable and everyone can improve. Our aim is to encourage personal development by creating a flourishing, vibrant, cohesive, caring and socially inclusive community which embraces pluralism, diversity and intercultural understanding. We celebrate differences by giving everyone a voice and then listening to multiple viewpoints. It is our collective responsibility to develop the cognitive, physical, emotional and spiritual well-being of everyone in our community. We are committed to the development of character with particular emphasis on tolerance, resilience, honesty, humility, courage, compassion, gratitude and service. We strive to attract and retain employees of the highest calibre.

The Group's talented and committed workforce is one of our greatest strengths. We are committed to fostering team engagement, attracting, mentoring, developing and retaining our best teachers and support staff. We focus on employee well-being, provide opportunities for professional growth and create a culture of community and partnership. Environmental stewardship and sustainability are cornerstones of The Stowe Group.

Pupils and staff have a heightened awareness of their social and environmental responsibility in preserving our unique eco-system. We have developed and implemented a comprehensive Environmental Stewardship Programme which confronts a variety of challenges, including climate change and environmental sustainability.

Bradshaw Department:

Bradshaw (Nursery-Year 2) is located on the opposite side of Manor Road from Upper School (Years 3-8). The school is fully integrated, and Bradshaw children have lunch in the Upper School in addition to visiting specialist subject facilities, Sports Hall and music rooms. Specialist staff teach Music, PE and languages. We work actively with parents and local advisory teams and hold regular evening workshops and open classroom events. The team work very closely to ensure good integration and transition for the children.

The Early Years Foundation Stage is based in two large and colourful classrooms within the Bradshaw building. Both Nursery and Reception share a covered outdoor area for learning and play. The school is committed to the delivery of a rich learning experience based on the EYFS principles. Staff work flexibly and help and support the children and each other in both Nursery and Reception.

Key Tasks:

- Have responsibility for leading the learning of groups of children and individuals within Nursery under the direction of and in collaboration with the Nursery Manager
- Scaffold children's learning through play in both the inside and outside environments
- Assessment and tracking – to complete all the relevant paperwork such as tracking documents and next steps/development matters. Link development onto Tapestry.
- Contribute to the planning, with a focus lead subject area
- To maintain the Learning Journeys for the children
- Take an active role in the development of the enabling environment e.g. displays, learning stations and play provision
- Participate energetically and enthusiastically in the daily setting up and clearing away routines
- Assist children as required with their personal hygiene routines
- Be fully involved in all aspects of Bradshaw life including playground duties
- Fulfil a daily lunch duty, eating with and supervising the children in their care
- Be confident to help organise and participate in events within the school that promote the enthusiastic involvement of pupils, colleagues and parents

Health and Safety

- Be aware of First Aid procedures.
- Be aware of Fire Procedures.
- Be aware of safeguarding responsibilities around children
- Be aware of the Prevent strategy

Continuing Professional Development

- Undertake any necessary professional development as identified by the school, including attendance at Whole School PD days prior to the beginning of term.

Pay and conditions

- Dependent on qualifications and experience
- All meals during the staff's day are provided free of charge

Person Specification: The selection of candidates for short-listing will be based on this specification and candidates should bear this in mind when preparing their application and completing the application form		
Attributes	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> A minimum of a relevant level 3 Early Years Qualification 	<ul style="list-style-type: none"> Evidence of continuous commitment to further professional development Pediatric First Aid Qualification (a willingness to train is required)
Specialist Skills and Experience	<ul style="list-style-type: none"> Excellent written and spoken Literacy and Numeracy skills Candidates should show experience of working in an Early Years setting and an ability to make a full contribution to the work of the Early Years team preparing practical, differentiated resources including games, apparatus and visual aids completing observations, assessments and making contributions to pupils' learning journeys and profiles Working in partnership with parents and colleagues, class teachers, Learning Support Team and colleagues throughout the school An excellent knowledge and understanding of: the new EYFS framework, the ways in which children learn and develop through play and first hand learning experiences Safeguarding and welfare requirements in the EYFS framework 	<ul style="list-style-type: none"> Candidates could possibly show experience of working in both Nursery and Reception settings An interest in the development of outdoor learning Knowledge and understanding of the use of ICT to effectively support teaching and learning and to monitor children's progress e.g. use of the interactive whiteboards/iPads
Personal Qualities	<ul style="list-style-type: none"> The Practitioner will be able to: promote the school's aims and ethos positively, communicate at all levels Work constructively as part of a team, understanding classroom roles Inspire the children they teach 	<ul style="list-style-type: none"> In addition the Practitioner may have proven ability to support children with SEND

	<ul style="list-style-type: none"> • Create a happy, challenging and effective learning environment • place a strong emphasis on learning through practical experience for all children • Utilise a range of strategies to promote good behavior be reflective and learn from past experiences and be willing to accept advice and support from colleagues 	
<p>This job description and Person Specification reflects the present requirements of the post and as duties and responsibilities change/develop, the job description will be reviewed and be subject to amendment in consultation with the post holder</p>		
<p>Date Agreed: May 2025</p>		



Our Values



Value scales:

This value is the least important to the role	This value has some significance to the role	This value is desirable to the role but not essential	This value is important to the role	This value is essential to the role
1	2	3	4	5

In the role of Early Years Practitioner we are looking for Change Makers who are (please highlight as appropriate):

Professional:	1	2	3	4	5
Creative Problem Solvers:	1	2	3	4	5
Kind:	1	2	3	4	5
Flexible:	1	2	3	4	5
Collaborative:	1	2	3	4	5
Communicator:	1	2	3	4	5