**Job Description – Level 3 Nursery Nurse**

Precious Kids Childcare Ltd working in partnership with Manchester City Council delivers quality childcare to Manchester community. At Precious Kids Childcare Ltd our aim is to lay solid early years foundation for children in our care.

Precious Kids Childcare Ltd is currently one of the trusted nursery providers in Manchester, though relatively new but we are currently growing by the grace of God and looking forward to expansion.

 We are committed to safeguarding and promoting the welfare of children and expect all staff to share this commitment. The Level 3 Nursery Nurse will support the Deputy Manager and Manager in the delivery of excellent childcare in our nurseries.

**Purpose of Post**

* To provide a high standard of physical, emotional, social and intellectual care for children placed in the Setting;
* To give support to other personnel within the Setting;
* To implement the daily routine in the base room.

**Key Areas**

* Work with Children;
* Team Work;
* Liaise with Parents/carers.

**Hours of Work:** Monday to Friday between 7.00am - 6.00pm

**Location of Work:** Precious Kids Day Nursery, 322 Moston Lane, Manchester, M40 9WB
**Salary** – Competitive
**Responsible to**: Senior Nursery Nurse / Deputy Manager/Nursery Manager

**Duties and Responsibilities**

* Operate a programme of activities suitable to the age range of children in your area in conjunction with other staff;
* To keep a proper record of achievement file on your key children, for parents/carers;
* Work with parents/carers of special needs children to give full integration in the Setting;
* Support all staff and engage in a good staff team;
* Liaise with and support parents/carers and other family members;
* To be involved in out of working hours activities, e.g. training, monthly staff meetings, fundraising events;
* To be flexible within working practices of the Setting. Be prepared to help where needed, including to undertake certain domestic jobs within the Setting, e.g. preparation of snack meals, cleansing of equipment etc.;
* Recording accidents in the accident book. Ensure the manager has initialled the report before the parent receives it;
* Look upon the Setting as a “whole” where can your help be most utilised, be constantly aware of the needs of children;
* Ensure child is collected by someone known to Setting;
* To respect the confidentiality of information received;
* To develop your role within the team especially with regard as a key worker

**Specific Child Care Tasks: ·**

* The preparation and completion of activities to suit the child's stage of development;·
* To ensure that mealtimes are a time of pleasant social sharing;· Washing and changing children as required;·
* Providing comfort and warmth to an ill child;
* To ensure the Setting of a high quality environment to meet the needs of individual children from differing cultures and religious backgrounds, and stages of development;
* To be aware of the high profile of the Setting and to uphold its standards at all times.
* To actively promote and support the safeguarding of children and young people in the workplace, ensuring Setting policies and procedures are observed at all times.

This post requires a DBS check as there may be periods of unsupervised access to children. A DBS and satisfactory references would be obtained prior to commencement of employment.