

Job Description

DIRECTORATE:	Education and Family Support
DEPARTMENT:	Integrated Working & Family Support/Flying Start Childcare & Basic Skills
POST:	Flying Start Childcare Worker
GRADE OF POST:	Grade 5
RESPONSIBLE TO:	Flying Start Childcare Team Leader

JOB PURPOSE:

The main purpose of this job is to support the Flying Start quality childcare setting providing a safe and exciting environment where children will develop and learn and achieve their development milestones.

This job contributes to the Directorate's main goal, which is to help all children and young people to:

- thrive and make the best use of their talents;
- live healthy and safe lives;
- be confident and caring individuals;
- Know and receive their rights.

Working within a Flying Start childcare setting you will work with 2-3 year old children, helping them to develop, learn and play, providing a high standard of physical, emotional, social and intellectual care for Flying Start children.

PRINCIPAL RESPONSIBILITIES AND ACTIVITIES:

- Contribute to the planning and supervising of activities using the philosophy and ethos of the Flying Start programme and Foundation Phase, implementing daily activities with your co-workers that meet the needs and stages of development, appropriate to the age of the children.
- Contribute towards long and short range planning in accordance with curriculum objectives to support, developmentally appropriate practice and programme philosophy. Observing, assessing and planning for the individual needs of children
- Arrange the childcare learning environments both indoors and outdoors in accordance to programme goals and philosophy, helping children to learn through activities and play, providing a stimulating caring and safe environment for the children in your care. Contribute to activities to

develop language development including reading stories and providing other focused activities. Be aware of health and safety in the environment to keep children safe.

- Under supervision work closely with parents exchanging information on their child's development, maintaining confidentiality. Keep appropriate records such as assessments, attendance and time sheets.
- Organise and store toys, resources and materials to ensure order in activity areas. Attend to the physical needs of children such as toileting, changing nappies etc.
- Report any concerns about the safe-guarding/child protection of children.

GENERAL DUTIES

Health and Safety

To fulfil the general and specific roles and responsibilities detailed in the [Health and Safety Policy](#)

Equal Opportunities

To ensure that all activities are operated in accordance with Equal Opportunities legislation and best practice.

Safeguarding

Protecting children, young people or adults at risk is a core responsibility of all employees. Any concerns should be reported to the Adult Safeguarding Team or Children's IAA Service within MASH.

Review and Right to Vary

This Job Description is as currently applies and will be reviewed regularly. You may be required to undertake other tasks that can be reasonably assigned to you, including development activities, which are within your capability and grade.

CRIMINAL RECORDS CHECK

This post requires a criminal records check through the Disclosure & Barring Service (DBS)

Attributes	Requirements	Essential	Method of Evaluation / Testing
	<p>proactively.</p> <ul style="list-style-type: none"> • Demonstrable commitment to achieving positive outcomes for children and young people. • Willingness to participate in training and development activities to maintain or enhance professional development. • Resilience and integrity • Ability to communicate through the medium of Welsh 		