



# **Early Years Practitioner Candidate Information Pack**





## The School

Monkton places thinking differently at the heart of its strategic vision. We are already one of the country's best known smaller boarding schools and pride ourselves on our size meaning you can really get to know all of the pupils and serve as a full part of our community. We are a Christian school with worldwide connections and interests, and have a strong reputation for pioneering and proactive pastoral care.

A single board of Governors oversees the entire School (Prep and Senior) and Monkton is a registered charity and is incorporated as a company limited by guarantee. The Principal acts as both the Head of the Senior School and as the CEO of the group. It is a Christian school with worldwide connections and interests, having been founded in 1868 within the mainstream evangelical tradition.

Monkton Combe School is seen by parents to be a caring community which fosters a balanced education, as well as encouraging the pursuit of individual excellence. It is a friendly school where pupils develop their personal values in the context of a community where tradition, creativity and adventure are positive features. The expression of the School's ethos can be found in many fine examples of Monktonians achieving positions of leadership in the church and in other areas of life both nationally and internationally.

Monkton seeks to be a caring and well-ordered community which fosters a balanced education as well as encouraging the pursuit of individual excellence. It is a friendly school which believes in traditional values. The confidence, integrity, sensitivity and ambition of our pupils are priorities and we are eager to educate character, as well as intellect. It is expected that all full-time members of the Common Room will be committed to the concepts and challenges of boarding school life, wishing to contribute widely outside the classroom within pastoral, sporting and other extracurricular spheres.



### Prep School

Monkton Prep School was founded over 130 years ago. The site is located within an area of outstanding natural beauty, is less than a mile and a half from Bath city centre and within easy



reach of London, Cardiff and Southampton via an excellent train service. Pupils enjoy a broad and excellent programme within the framework of outstanding pastoral care, both for boarders and day pupils. Flexi-boarding is also an option many pupils choose at some stage during their time at the school.

The Prep School is led by Catherine Winchcombe. The Prep staff team is strong and cohesive and committed to providing excellence throughout the School, where possible collaborating with the Senior School staff. Our School Values: Confidence, Integrity, Service and Humility, form a strong foundation for our School community.

Facilities include an indoor, four lane, 25m swimming pool, a 300 seat auditorium, one full-sized and one half-sized astro pitch, tennis courts, outstanding sports pitches, an ICT suite, two science labs and a magnificent view over the Somerset hills to the South West..

Monkton Prep is a caring and vibrant community which fosters a balanced, all-round education as well as encouraging the pursuit of individual excellence. It is a friendly school which believes in traditional values. The confidence, integrity, sensitivity and ambition of our pupils are priorities and we are eager to educate character, as well as intellect, aiming to instil in the pupils a lifelong love of learning.

The Prep staff team is strong and cohesive and committed to providing excellence throughout the School, where possible collaborating with the Prep and Senior School staff. Our School Values: Confidence, Integrity, Service and Humility, form a strong foundation for our School community.

**Our Vision:** Monkton inspires young people to become confident, kind and ambitious adults who live fulfilling lives.

**Our Mission:** Monkton thinks differently. We start with a proactive pastoral environment to develop academically strong enthusiastic learners within a living Christian ethos.

**Our Values:** Confidence, Integrity, Humility, Service



## The Role

Monkton is seeking to a point a full time Early Years Practitioner who is comfortable and passionate about being responsible for helping young children feel safe and cared for. You will be responsible for observing and developing pupils' learning within the Early Years, supporting the Early Years Leader. As the successful candidate, you will hold a Level 2 or ideally a Level 3 Early Years qualification and will be seeking to develop and support in a school that grows fruitful people through innovation and a commitment to professional growth, and prioritises positive relationships over systems.

This role would suit an enthusiastic practitioner looking to support individuals and groups of students to enable access to learning, contributing to the development and maintenance of a purposeful, nurturing learning environment.

### Responsibilities:

- To understand and support the ethos of the School, its Mission, Vision and Values, and carry this through into personal working practice
- To maintain high personal and professional standards in all work and activities engaged in
- To support the public relations work of the school by developing good, positive relationships with, parents, staff, governors and visitors
- To maintain the confidentiality of all information received as a result of working within the school
- Under the direction of the Head of Prep and Assistant Head (Nursery to Year 4) I to support the effective education of the pupils in your care
- To support the pastoral work in the school by developing good, positive relationships with children in your care which build their self-esteem, thus contributing to their effective learning
- To ensure the good behaviour of all children in your care, helping to develop within them positive attitudes towards themselves, adults, peers, property and work



- To support with the provision of our longer day between 4pm-6pm
- Provide support for learning activities by making a contribution to supporting a teacher in the planning and evaluation of learning activities and supporting the delivery of learning activities, including relevant assessments.
- To provide detailed and regular feedback to teachers on childrens' achievement, progress and needs
- To lead small group sessions and interventions as appropriate and create a purposeful and supportive learning environment
- To attend to the childrens' personal needs where required, and implement related personal programmes, including social, health, physical, hygiene, first aid and welfare matters
- To support with behaviour management, using appropriate strategies in line with academy policy
- To assist with the supervision of children out of lesson times, including playtimes and undertaking lunchtime duty
- To establish good relationships with children, acting as a role model and being aware of and responding appropriately to individual needs
- To be aware of and support differences and ensure all children have equal access to opportunities to learn and develop, ensuring acceptance of all children.
- To prepare and maintain equipment/resources as directed by the room leader and assist children in their use
- To undertake children's record keeping as requested
- To provide clerical/admin support as required e.g. preparing resources, completing online assessment observations
- To attend relevant meetings as required
- To accompany teaching staff and children on visits, trips and off site activities as required

(Note: The postholder may be reasonably required to perform duties other than those given in the job description for the post, the particular duties and responsibilities attached to the post may vary from time to time without changing the character of the duties or the level of



responsibility involved.)

## Person Specification

Note: some of the areas described in this person specification would be developed through the training on the job over the course of the first year.

		Essential	Desirable
<b>Qualifications</b>	A commitment to professional development Qualified Early Years Practitioner - Level 2	✓	
	Level 3		✓
<b>Experience</b>	Experience of working directly with young people(aged 2-4) in an education or training environment, supporting the learning of students	✓	
	Previous experience working in a similar role in a school	✓	
	Experience of establishing and maintaining positive working relationships with a range of stakeholders, at all levels	✓	
<b>Knowledge And Understanding</b>	Equal Opportunities, Health and Safety, SEND and Child Protection	✓	
	Basic knowledge of SEND and learning barriers	✓	
	Knowledge of strategies in working with young people and Early Years	✓	
<b>Skills</b>	Ability to communicate well and establish firm and consistent boundaries	✓	
	Relate to children with an understanding in an	✓	



	open, calm and friendly way		
	ICT Literate	✓	
	Experience of using Tapestry or similar online Early Years assessment tool		✓
	GCSE standard of English and Maths	✓	
<b>Personal Attributes</b>	Good interpersonal and communication skills, with an excellent standard of written and spoken English	✓	
	Ability to interest, encourage, motivate and engage children	✓	
	Ability to maintain confidentiality; having tact and diplomacy where necessary	✓	
	Patience, creativity and initiative	✓	
	Sympathy with School's Christian ethos	✓	
	Ability to work well within a team setting	✓	
	Ability to be flexible and adaptable	✓	

## Safeguarding

Monkton Combe School is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post including checks with past employers and Disclosure and Barring Service.

- [Child Protection \(Safeguarding\) and Staff Code of Conduct and Behaviour Policy, including EYFS](#)
- [Equal Opportunities Policy, including EYFS](#)



## **Diversity Statement**

We seek passionate individuals who live out our four core values (confidence, integrity, humility and service) and inspire our bright, curious and enthusiastic students. Monkton thinks differently. We appreciate and value differences, and our ambition is to attract, develop and retain a diverse mix of talented people that will contribute to our ethos and values.