



Role of Early Years Educator at Out There Kindergarten

The Key Person Role

- To act as a key person to a small group of children, liaising closely and building an effective relationship with parents/carers and ensuring each child's needs are recognised and met.
- Observe and assess children's individual needs and work in partnership with parents to get a good understanding of the child's learning and development
- Know the child's interests, dislikes, and care needs and incorporate this into their plans and provision to extend and support their development.

- To teach children by scaffolding their learning and offering an appropriate level of support which extends their play experiences.
- To offer confidential support and advice to parents, including daily informal contact and regular reviews of their child's progress.
- Making and then writing up observations in line with EYFS using our Family software.
- Using these observations to identify and plan for next steps, providing a unique learning journey for every key child.
- Sharing the next steps with parents so they can incorporate them into home learning.
- Plan and resource to ensure the provision takes into account each child's race, culture, religion, language and family values.
- To liaise with parents and SEN coordinator if there are any concerns about the child's development.
- To communicate important information to the parents, for example; daily routines, toileting accidents, injuries and other behaviour/ emotional concerns.

Promoting Out There's ethos and unique curriculum

- To advocate Out There Forest School and Kindergarten's vision, values and ethos

<https://outtherekindergartens.co.uk/our-vision-and-ethos>

- Become familiar with and confident in our unique curriculum, knowing how the rhythm and routines of the day support children's learning across the EYFS
- Be familiar with and confident in our pedagogy which forms part of our curriculum
- (As part of a team) Contribute to long-term, medium-term and short-term planning which take into account the children's interests, our curriculum and requirements of the Early Years Foundation Stage (EYFS)
- To take a holistic approach towards education and supporting the children in our care.
- To adopt a positive approach to behavior, support children's social and emotional wellbeing and know and understand conflict resolution in early years.

Safeguarding and Family Support

- To follow the settings policies, procedures and risk assessments to ensure children are safeguarded and that a high standard of care is given at all times throughout the day.
- To keep records in relation to accidents, incidents and safeguarding concerns and child protection incidents.

Other

- To attend a weekly meeting, termly mini inset sessions and contribute to Family events.
- To help set up the environment for the day (and pack away at the end of the day) in a way that promotes Out There's ethos and approach to early years learning and development.
- To take responsibility and care for the physical environment. This includes cleaning and maintaining of resources and the scout hut building and recycling or upcycling materials.

Role of a Forest School Assistant at Out There Kindergarten

- To promote the 6 principles of the Forest School Association and advocate the Forest School ethos

<https://outtherekindergartens.co.uk/about>

- To support the Forest School leader in leading Forest School sessions and activities on public woodland and at the scout hut including at holiday clubs when required.
- To support the Forest School Leader to risk assess and carry out health and safety checks at the FS site, and when walking to and from the site, using the Forest School Handbook and associated risk assessments.

Updated: Feb 2024