

Role Profile

Nursery Teacher

Location: Florence Bilingual School

Function: School Classroom Teaching

Reporting To: Nursery Coordinator

What you'll be doing

Role purpose

The Nursery teacher is responsible for the education, care and development of children in the 0-3 age range, following the pedagogical guidelines established by the school and in compliance with the regulations in force. The teacher must foster a stimulating and safe environment that respects the individual needs of each child and promotes their wellbeing and development in all areas (social, emotional, cognitive and physical).

Key responsibilities

Welcoming and Caring for the Child:

- Ensure that children are welcomed in a safe, warm and reassuring way at the start of each day.
- Monitor and support the physical, emotional and psychological wellbeing of each child.
- Manage daily routines, such as meals, sleep and personal hygiene, with attention and care.

Planning and Implementing Educational Activities:

- Plan and deliver age-appropriate educational activities, in line with the Nursery's rules and educational programmes, that stimulate the children's cognitive, social and emotional development.
- Create a stimulating educational environment, using teaching materials and games that encourage curiosity, creativity and learning.
- Observe and record the children's progress, monitoring the development of motor, language and social skills.

Management and Safety:

- Ensure a safe and secure environment for the children, applying the required health and safety measures.
- Manage emergency situations, such as illness or accidents, according to the established procedures, under the supervision of the Nursery Coordinator.
- Work with colleagues to keep the educational and physical environment tidy and well organised.

Collaboration with Colleagues and Families:

- Work under the guidance of the Nursery Coordinator, in close collaboration with the other members of the educational team, to ensure educational consistency and mutual support.
- Attend regular meetings to discuss and improve the educational activities.
- Communicate regularly with parents, updating them on their child's progress, answering their questions and working together for the child's overall wellbeing.

Professional Development and Regulatory Compliance:

- Attend training courses and professional development sessions to improve their pedagogical and teaching skills.
- Comply with the regulations on the safety, health and wellbeing of staff and children, including the regulations on privacy and data protection.

Safeguarding Responsibilities

- To comply with safeguarding policies, procedures and code of conduct.
- To demonstrate a personal commitment to safeguarding and student/colleague wellbeing.
- To ensure that any safeguarding concerns or incidents are reported appropriately in line with policy.
- To engage in safeguarding training when required.

What you'll bring

Essential

Skills

- Communication: Clear and effective verbal and written skills.
 - Classroom management: Maintaining discipline and fostering a positive learning environment.
 - Organisation: Efficient planning of lessons, materials and timetables.
 - Adaptability: Flexibility in teaching methods to suit different learning styles.
 - Subject expertise: In-depth knowledge of the subject taught.
 - Patience: Ability to remain calm and supportive with students.
 - Empathy: Understanding and addressing students' needs and challenges.
 - Creativity: Developing engaging and innovative lesson plans.
 - Assessment: Assessing students' progress and providing constructive feedback.
 - Collaboration: Ability to work well with colleagues, parents and the school community.
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Qualifications

- Qualifying degree or equivalent foreign qualification.
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Experience

- Proven experience of Nursery teaching; minimum of 1 year recommended.
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Other

- English proficiency at level A2.
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Key Stakeholders you'll be working with

- **Internal:** Pupils, colleagues, heads, and support staff.
- **External:** Parents, families, and third parties.
- **Line management:** Direct report to Nursery Coordinator; indirect report to Principal.

To be signed and dated by employee:

Signed:

Name (print):

Date:

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