

Level 3 Early Years Practitioner Apprentice



Responsible to: Preschool Manager

Purpose of the job: We are looking for a motivated and enthusiastic Level 3 Early Years Apprentice to join our friendly and supportive team. This is an exciting opportunity to gain practical experience while completing a nationally recognized Level 3 Early Years Educator qualification. You will work closely with experienced practitioners, supporting the learning and development of children and helping to create a fun, safe, and engaging environment.

Safeguarding Responsibility: Meldreth Pre-school is committed to safeguard and promote the welfare of children and young people. It is a requirement of all staff that they share this commitment and follow the prescribed policy and procedure to continuously promote a culture of safeguarding across the whole organisation

Main duties

- Support the planning and delivery of activities that promote learning, development, and curiosity in line with the **EYFS framework**
- Assist with daily routines, including mealtimes, hygiene, and rest periods
- Help create a safe, inclusive, and welcoming environment for all children
- Observe and record children's progress, sharing insights with room leaders and parents
- Work collaboratively with the team to support children's social, emotional, and educational needs
- Participate in ongoing training and complete the Level 3 apprenticeship requirements

Skills and Attributes:

- Enthusiasm for working with young children and supporting their development
- Good communication and teamwork skills
- Willingness to learn and develop through practical experience and training
- Basic literacy and numeracy skills

What We Offer:

- Full support from experienced Early Years practitioners
- Opportunities to develop your skills and progress in your career
- Hands-on experience working with children aged 2–4
- Apprenticeship training towards a Level 3 Early Years Educator qualification
- A friendly and welcoming work environment

The Postholder's duties must be carried out in compliance with the school's policies and procedures including child protection procedures and the Council's Equal Opportunities Policy, Information Security Policies, Financial Regulations and Standing Orders, the Health and Safety at Work Act (1974), and subsequent health and safety legislation. These duties and responsibilities should be regarded as neither exhaustive nor exclusive as the Postholder may be required to undertake other reasonably determined duties and responsibilities commensurate with the grading of the post

Signed:..... Post Holder
Headteacher

Signed:.....

Person specification

Essential criteria

1. Proven experience of working in a team.
2. Ability to communicate effectively to a wide variety of people including parents, committee, Ofsted, staff and children verbally and in writing.
3. A willingness to train towards an Early Years education and childcare qualification or equivalent.
4. Sound understanding of child development and of children's needs.
5. Knowledge of current legislation relevant to the early years.
6. Ability to work with parents and families to encourage their involvement.
7. Ability to supervise children effectively.
8. Commitment to equal opportunities and an understanding of equality and diversity issues.

Desirable criteria

1. Proven experience of working in a Preschool setting.
2. To have knowledge of the Preschool curriculum, taking into account the SEN Code of Practice, child protection procedures and equal opportunities' considerations.
3. Current First Aid at Work qualification.
4. Current child protection training / safeguarding awareness.

This post requires a criminal records check with the Disclosure Barring Service. Applicants must be prepared to disclose any convictions they may have and any orders, which have been made against them.