



Job description			
Job title	Early Years Children and Family Development Practitioner.		
Grade	G		
Directorate	Children's Services		
Service/team	Education Improvement and Inclusion. Early Years Service.		
Accountable to	Senior Practitioner.		
Responsible for	N/A		
JE Reference	A4781	Date Reviewed	August 2025

### Purpose of the Job

Knowsley Early Years Service works to build capacity within children, families, and communities through the provision of high-quality accessible universal services and a preventative Early Help offer that will start to break the intergenerational cycles of disadvantage and dependency. Knowsley Early Years will ensure every child grows up in a nurturing environment, with access to public service support helping children to fulfil their potential as they move into primary and secondary education.

As an Early Years Practitioner, you will work as a member of the Knowsley Early Years Team delivering both universal and targeted, co-ordinated interventions to families with children 0-5 years displaying a range of complex, interacting needs. These will include child development, speech and language, attachment and bonding, effective parenting skills, relationship breakdown, family dynamics, emotional health and well-being.

The post-holder will contribute to assessment, planning and intervention for families as set out by the Early Years Senior Practitioner and will work in partnership with parents and children providing practical, hands-on support, information, advice and guidance covering a range of issues such as children's developmental needs, behaviour management, parenting strategies, healthy eating, developing the home learning environment, etc.

The Early Years Children and Family Development Practitioner will also deliver a variety of individual and evidence-based group interventions with children and families, for example Learning Together and Getting to Know Your Baby.



## **Duties and Responsibilities**

This is not a comprehensive list of all the tasks, which may be required of the post holder. It is illustrative of the general nature and level of responsibility of the work to be undertaken.

1. Deliver high quality early years activities that are developed and delivered to support children's learning and development in line with the Early Years Foundation Stage framework, and the Knowsley Early Years Performance Management Framework.
2. Support the delivery of an early intervention programme which would involve direct work in family homes with parents and their children.
3. Support parents as they understand how their children develop through fun play and learning activities.
4. To encourage parents to practice and develop their own skills, enabling them to continue to support their children's learning and development at home.
5. To ensure that parents are supported to create a positive home learning environment and engage in their children's early learning.
6. To increase the access of disadvantaged families to high quality services that boost early childhood learning and development
7. To act with persistence, assertiveness and creativity in order to engage challenging, 'hard to reach' families with multiple needs which may impact negatively on outcomes for children, adults and the family as a whole.
8. To undertake direct work with individual children and parents to find practical solutions to a range of issues. This may involve assisting with speech and language development, parent infant mental health, sleep support, home routines or other practical aspects of family life.
9. To carry a caseload of Level 2: Universal Plus families and to contribute to and lead on Early Help Assessments and other appropriate assessments, acting where appropriate as the Lead Professional.
10. To be an Early Help Champion.
11. To work with the Early Years Sector Flexible Support Practitioner.
12. To contribute towards the development of an 'outcome-focussed' intervention support plan to meet the identified needs of children young people and their families.



13. To have a good understanding of risk and be able to respond appropriately to incidents relating to child protection and safe guarding and maintain client confidentiality and information sharing protocols.
14. To ensure that children and families are fully involved in planning and decision making and are consulted about the project's work and supported to represent their views.
15. Consideration of the Reggio Emilio and Restorative Justice practices to ensure a more healthy and safe learning environment for all children.
16. To coordinate a family led intervention by professionals involved with children under 5 with SEND to ensure families have the appropriate emotional support.
17. To contribute to the protection of the public and the safeguarding of children and young people, taking particular account of policy and procedures on the support and management of young people who are vulnerable or present a risk of harm to others.
18. To maintain accurate, quality and timely records on the Early Help / Group Work modules and actively support the audit process and use analysed findings to improve future practice.
19. Ensure that the Early Years information systems are maintained and updated as policy and procedure dictate.
20. Actively contribute to the gathering of information from service users and partner agencies to evaluate service delivery and provide evidence of performance against service objectives and inform future service delivery.
21. To participate in learning and development activities as required.
22. Fulfil personal requirements where appropriate with regard to organisational policies and procedures, particularly health and safety, equal opportunities, customer care, emergency evacuation, security, work standards and promotion of the organisation's core values.
23. Abide by the objectives and targets of the organisation, and follow the procedures and practices utilised in all aspects of the work, including computerised and manual systems and the maintenance of relevant records.
24. To carry out all responsibilities with due regard for Knowsley Council's equality and diversity policies and procedures.
25. To work flexibly to meet the needs of the service. This will include working from any service base as required as well as some early mornings, evenings and weekend work which may take place in service-users homes. All staff within the service may be required to work across the whole of the Borough.



26. To undertake relevant training to ensure the Council's Emergency Rest Centre (provision of childcare) Plans are effective; and to participate as required in the delivery of an Emergency Rest Centre as directed by Council's Risk and Resilience Manager.
27. Other duties commensurate with the grading of the post as determined by the Integrated Early Years Service Manager.
28. To work flexibly across the Borough where required.

### Knowsley Better Together – Staff Qualities



### Health and Safety

- To use equipment as instructed and trained.
- To inform management of any health and safety issues which could place individuals at risk.

### Data Protection and Information Security

- Implement and act in accordance with the Information Security Acceptable Use Policy, Data Protection Policy and GDPR.
- Protect the Council's information assets from unauthorised access, disclosure, modification, destruction or interference.
- Report actual or potential security incidents.