Ymarferydd Gofal Plant – Llwybr Gyrfa

Cyfeirnod y swydd: CHEI00049D1SJE
Lleoliad: Little Acorns yng Nghanolfan Dderwen, Y Rhyl
Cyflog: Grâdd 3-4 £28,153 - £29,542 y flwyddyn
Oriau: 37 awr yr wythnos
Swydd barhâol

Mae swydd wag wedi codi ar gyfer Ymarferydd Gofal Plant o fewn y Tîm Datblygu Gofal Plant sy'n gweithio mewn Lleoliadau Gofal Plant, Little Acorns yn Nghanolfan Dderwen a redir gan yr Awdurdod Lleol. Mae Little Acorns yn ddarpariaeth gofal plant sy'n perfformio'n dda ac rydym yn chwilio am ymgeiswyr a fydd yn gallu cefnogi'r gwasanaeth rhagorol hwn i ddatblygu rhagor.
Bydd yr ymgeisydd delfrydol yn frwd am ddarpariaeth blynyddoedd cynnar, yn gallu defnyddio eu menter eu hunain, yn flaengar ac yn arloesol.

Rhaid i ymgeiswyr ddangos eu bod yn gallu gweithio mewn amgylchedd sy'n ymfalchïo mewn gwella cyfleoedd addysg a chwarae cyn-ysgol a chynnig darpariaeth o ansawdd uchel i bob plentyn yn ein gofal.

Penodiad yn amodol ar Ddatgeliad Gwasanaeth Datgelu ac Atal a geirdâon boddhâol.

Os hoffech drafod unrhyw agwedd o'r swydd, ffoniwch Gemma Jones ar 01824 706905.

Os oes gennych ddiddordeb yn y swydd wag hon, gwnewch gais ar-lein trwy ein gwefan www.sirddinbych.gov.uk Am ddulliau eraill o wneud cais, cysylltwch â'r Adran Gwasanaethau Cwsmeriaid ar 01824 706100.

Rhaid i ymgeiswyr gwblhau ein ffurflen gais i gael ei ystyried. Mae'n ddrwg gennym nad ydym yn gallu ateb pob cais. Os nad ydych wedi derbyn ateb o fewn tair wythnos i'r dyddiad cau, dylech gymryd yn ganiatâol nad ydych wedi cyrraedd y rhestr fer am gyfweliad.

Dyddiad Cau: 2il o Ragfyr 2026

Mae Cyngor Sir Ddinbych yn ymroddedig i Gyfle Cyfartal a'i Safonau Iaith Gymraeg. Rydym yn croesawu ceisiadau yn y Gymraeg. Sylwch na fydd unrhyw ffurflenni cais a dderbynnir yn y Gymraeg yn cael eu trin yn llai ffafriol na ffurflenni cais a gyflwynwyd yn Saesneg.

Childcare Practitioner – Career Pathway

Job reference: CHEI00049D1SJE
Location: Little Acorns, The Oaktree Centre, Rhyl
Salary: Grade 3-4 £28,153 - £29,542 per annum
Hours: 37 hours per week
Permanent

A vacancy has arisen for the position of Childcare Practitioner within the Childcare Development Team working in the Local Authority run Childcare Settings. Little Acorns at The Oaktree Centre. Little Acorns are high performing childcare provisions and we are seeking candidates who will be able to support further development of this excellent service.

The ideal candidate will have enthusiasm for early years provision, is able to use their own initiative, be forward thinking and innovative.

Candidates will need to demonstrate ability to be able to work in an environment which prides itself on enhancing pre-school education and play opportunities and providing a high quality provision for all the children within our care.

Appointment subject to Disclosure & Barring Service Check and satisfactory references.

If you would like to discuss any aspect of the post, please call Gemma Jones on 01824 706905

If you are interested in this vacancy, please apply on-line via the website www.denbighshire.gov.uk. For alternative methods of applying please contact Customer Services on 01824 706101.

Candidates must complete our application form to be considered. We regret that we are unable to reply to all applications. If you have not received a reply within three weeks of the closing date, you must assume that you have not been short listed for interview.

Closing date: 2nd December 2026

Denbighshire County Council is committed to Equal Opportunities and its Welsh Language Standards. We welcome applications in the Welsh Language and application forms received in the Welsh Language will not be treated less favourably than an application form submitted in English.

CYNGOR SIR DDINBYCH SWYDD-DDISGRIFIAD

Teitl y Swydd:	**Ymarferydd Gofal Plant – Llwybr Gyrfa**
Graddfa:	**Grâdd 4**
Gwasanaeth:	**Gwasanaeth Addysg a Phlant**
Maes Gwasanaeth:	**Little Acorns, Canolfon Dderwen**
Yn atebol i:	**Cydlynydd Gofal Plant**
Cyfeirnod y Swydd / Dyddiad cyhoeddi:	**04526 / Mawrth 2025**
Categori Iaith Gymraeg:	**Mae sgiliau iaith Gymraeg yn ddymunol - lefel 1** Lefelau o ran sgiliau Cymraeg

Pwrpas y Swydd

Darparu gofal plant ac addysg blynyddoedd cynnar o safon i blant yn lleoliadau gofal plant Little Acorns ac Ysgol Crist y Gair.

Bod yn gyfrifol am ofalu am ein holl blant fel grŵp neu un-i-un yn ein lleoliad, gan ddarparu ar gyfer anghenion pob plentyn drwy bennu a gweithredu unrhyw gynlluniau datblygu a strategaethau mae eu hangen i sicrhau bod y gofal plant sy'n cael ei gynnig yn gynhwysol.

Modelu arfer da ac arwain trwy esiampl, gan gadw at holl reoliadau a Safonau Gofynnol Cenedlaethol AGC (Arolygiaeth Gofal Cymru) bob amser.

Gweithio gyda phlant o bob oed rhwng 0 a 12 mlwydd oed.

Prif Gyfrifoldebau

1. Gweithio gyda chydweithwyr ym mhob ystafell gofal plant, Arweinwyr yr Ystafelloedd, y Goruchwyliwr Gofal Plant, Cydlynydd Gofal Plant, Rheolwr Datblygu Gofal Plant a Chwarae a gweithwyr proffesiynol eraill i helpu i ddatblygu a chynllunio gweithgareddau a rhaglenni gofal priodol i blant 0–12 oed, gan gynnwys dilyn trefn gofal personol, newid clytiau a mynd â phlant i'r toiled yn unol â pholisïau'r lleoliadau.

2. Darparu amgylchedd chwarae cynhwysol ac effeithiol gyda chyfleoedd sy'n ennyn diddordeb, i'r plant allu datblygu eu sgiliau cymdeithasol, emosiynol a chorfforol o fewn y Cwricwlwm newydd i Gymru a gwerthoedd craidd y lleoliadau. Gall hyn gynnwys darparu ar sail estyn allan ac/neu weithgareddau cymunedol.

3. Goruchwylio'r plant bob amser o fewn y cyfraddau staff sy'n ofynnol gan AGC, gan sicrhau bod y lleoliad yn cael ei gadw'n lân trwy gydol y dydd, yn cynnwys hwfro, sgubo a mopio yn ôl yr angen fel bod y lle'n ddiogel. Rhoi gwybod am gyfarpar diffygiol i Arweinydd yr Ystafell ar unwaith a sicrhau bod cofnodion glanhau a gwirio'n cael eu llenwi a chadw at holl bolisïau a gweithdrefnau CSDd i leoliadau yn unol â Safonau Gofynnol Cenedlaethol AGC.

4. Bod yn Oedolyn sy'n Galluogi, ymchwilio, cynllunio, paratoi a darparu gweithgareddau pwrpasol i gyfrannu tuag at waith cynllunio'r lleoliad, gan sicrhau bod amgylchedd effeithiol o ran y Cwricwlwm i Gymru. Myfyrio ar ymarfer i sicrhau

bod y cwricwlwm yn adlewyrchu anghenion yr holl blant a chynllunio ar gyfer eu camau datblygu nesaf.

5. Gweithio o fewn Safonau Gofynnol Cenedlaethol AGC ar gyfer Gofal Plant Rheoledig i blant hyd at 12 oed, y Cwricwlwm i Gymru, deddfwriaeth leol a chenedlaethol, Estyn, Cod ADY 2021, Safonau'r Gymraeg, CCUHP a'r Cynllun Chwarae, Dysgu a Gofal Plentyndod Cynnar i sicrhau bod anghenion unigol pob plentyn yn cael eu bodloni a bod targedau a nodau cydnabyddedig yn cael eu gosod yn bersonol ac yn ddatblygiadol ar gyfer pob plentyn i gefnogi eu siwrnai ddysgu nhw. Mae hyn yn cynnwys gwneud arsylwadau, asesiadau WELLCOMM, gweithredu strategaethau a thrafod gyda gweithwyr ADY ac iechyd allanol ar gyfer plant sydd ag Anghenion Datblygiad Ieithyddol Cynnar neu Anghenion Ychwanegol.

6. Gweithredu fel gweithiwr allweddol i blant sydd yn eich gofal i sefydlu a meithrin perthynas gyda rhieni/gofalwyr y plant, sy'n cynnwys cynnal ymweliadau cartref ad-hoc i gefnogi teuluoedd a phlant dyflwydd oed sy'n pontio o'r cartref i'r lleoliad a phlant 3 mlwydd oed sy'n pontio o addysg heb ei chynnal i addysg wedi'i chynnal.

7. Sicrhau bod yr holl waith papur perthnasol yn cael ei ddiweddaru gan gynnwys cofnodion plant, cofrestri, gwaith papur blynyddoedd cynnar ac ADY, dyddiaduron dyddiol a chofnodi canlyniadau dysgu ac asesiadau plant yn unol â'r Cwricwlwm i Gymru a chod ADY 2021. Ymdrin ag unrhyw waith papur, cofnodion a gwybodaeth bersonol yn unol â deddfwriaeth Diogelu Data.

8. Cydymffurfio â gofynion hyfforddiant gorfodol AGC trwy gwblhau 12 awr o Gymorth Cyntaf Pediatrig Brys a hyfforddiant Diogelu lefel 2. Bod yn gyfrifol am roi Cymorth Cyntaf Pediatrig Brys yn ôl yr angen a sicrhau bod polisi a gweithdrefnau diogelu'n cael eu dilyn bob tro, a'r gwaith papur perthnasol yn cael ei lenwi a bod Arweinydd yr Ystafell neu'r Tîm Rheoli Gofal Plant yn cael gwybod am unrhyw bryderon.

9. Hyrwyddo cydraddoldeb i bob plentyn a theulu, gan gydnabod ac annog ymddygiad gwrth-wahaniaethol, parchu cyfrinachedd (oni bai fod goblygiadau amddiffyn plant), cydnabod hawliau a dewis plant a pharchu credoau a hunaniaeth.

10. Derbyn goruchwyliaeth a mynd i gyfarfodydd staff a hyfforddiant i barhau â hyfforddiant a datblygiad proffesiynol, sy'n cynnwys cymwysterau gorfodol sy'n ofynnol yn ôl rheoliadau AGC.

11. Paratoi a darparu byrbrydau, prydau a diodydd sy'n faethlon gytbwys ac yn iach i'r plant gan ddilyn canllawiau Bwyd a Maeth Llywodraeth Cymru ar gyfer lleoliadau gofal plant a menter Cyn-ysgolion Iach, gan gadw at ofynion yr Asiantaeth Safonau Bwyd ac Adran Iechyd yr Amgylchedd a gwneud hyfforddiant Hylendid Bwyd lefel 2.

12. Gweithio gyda chydweithwyr i sicrhau bod plant yn cael eu cludo'n ddiogel ar siwrneiau ysgol ac ar dripiau allan a chadw at gyfraddau staff-i-blant AGC ac asesiadau risg yn ystod unrhyw dripiau o'r lleoliad. Bydd angen i yrwyr wneud gwiriadau gyrwyr gorfodol a hyfforddiant bysiau mini gan Wasanaethau Fflyd CSDd.

13. Ymgymryd ag unrhyw ddyletswyddau ychwanegol mae'r Rheolwr Datblygu Chwarae a Gofal Plant yn eu cyfrif yn briodol.

Adnoddau / Offer / Deunyddiau

Darperir gwisg bwrpasol.

Derbyn taliadau gan rieni am wasanaethau a chofnodi a phrosesu'r taliad yn briodol.

Gyrru bws mini'r lleoliad ar gyfer siwrneiau ysgol a thripiau.

Goruchwylio / Rheoli Pobl

Amherthnasol.

Gwybodaeth, Sgiliau, Hyfforddiant a Phrofiad

- Bydd deiliad y swydd wedi cael addysg at o leiaf NVQ/FfCCh lefel 2 (neu gyfwerth) mewn disgyblaeth gofal plant a bydd ganddynt brofiad o weithio mewn lleoliad gofal plant.
- Byddai cymwysterau ychwanegol mewn Cymorth Cyntaf Pediatrig Brys, Hylendid Bwyd a Diogelu'n hanfodol.
- Mae profiad o weithio gyda phlant ag anghenion ychwanegol a datblygiad ieithyddol cynnar yn ddymunol.
- Rhaid i ddeiliad y swydd feddu ar sgiliau cyfathrebu datblygedig a chynhwysfawr ac mae bod yn aelod o'r tîm yn hanfodol
- Dylid gallu meddwl yn greadigol ac arloesi drwy chwilio am ffyrdd newydd a gwell o wneud pethau a rhoi cynnig arnynt, yn ogystal â chroesawu mentrau y mae eraill yn eu cynnig.
- Rhaid i ddeiliad y swydd fwynhau gweithio gyda phlant, a'u gweld fel unigolion a bod â phrofiad o helpu plant i ddysgu a datblygu.
- Profiad o weithio o fewn y Cwricwlwm i Gymru.
- Mae'n hanfodol gallu dangos tystiolaeth o ddatblygiad personol a phroffesiynol a datblygu ymhellach.
- Sgiliau yn y Gymraeg yn ddymunol - lefel 1

Amodau Gwaith Arbennig
Amherthnasol
Archwiliadau Cyflogaeth / Gofynion Penodol
Mae gofyn i weithwyr newydd fynd drwy ein gwiriadau recriwtio mwy diogel safonol; gwiriad uwch gan y Gwasanaeth Datgelu a Gwahardd, cyflwyno 2 eirda boddhaol, yn cynnwys un gan y cyflogwr diwethaf, tystiolaeth o gymwysterau hanfodol a thystiolaeth o'r Hawl i Weithio yn y DU. Mae Cyngor Sir Ddinbych yn cydnabod ei rwymedigaethau i ddiogelu plant ac oedolion ac atal caethwasiaeth a masnachu mewn pobl, a bydd yn gwneud popeth o fewn ei allu i atal caethwasiaeth a masnachu mewn pobl yn ei fusnes. Mae sawl math o gaethwasiaeth fodern, gan gynnwys masnachu mewn pobl, llafur gorfodol, caethiwed a chaethwasiaeth. Mae diogelu'n fater i bawb ac mae'n rhaid i holl weithwyr Sir Ddinbych weithio'n unol â pholisïau a gweithdrefnau'r Cyngor ar gyfer Diogelu Oedolion a Phlant; mae dyletswydd arnynt i roi gwybod am unrhyw bryderon a nodwyd wrth iddynt gyflawni eu dyletswyddau a bod yn effro i arwyddion o gamfanteisio. Dylid codi unrhyw bryderon drwy'r Rheolwr Diogelu Dynodedig er mwyn i'r Cyngor allu gweithredu'n ddi-oed pan fydd yn dod ar draws achos o gamfanteisio. Mae diogelu'n fater i bawb ac mae'n rhaid i holl weithwyr Sir Ddinbych weithio'n unol â pholisïau a gweithdrefnau'r Cyngor ar gyfer Diogelu Oedolion a Phlant; mae dyletswydd arnynt i roi gwybod am unrhyw bryderon a nodwyd wrth iddynt gyflawni eu dyletswyddau a bod yn effro i arwyddion o gamfanteisio. Dylid codi unrhyw bryderon drwy'r Rheolwr Diogelu Dynodedig er mwyn i'r Cyngor allu gweithredu'n ddi-oed pan fydd yn dod ar draws achos o gamfanteisio.
Gweledigaeth / Cyd-destun
Bydd deiliad y sydd yn rhan o'r tîm Lles Cymunedol o fewn y gwasanaeth Cyfleusterau, Asedau a Thai. Mae'r Gwasanaeth yn allweddol i weledigaeth Cyngor Sir Ddinbych o ran sicrhau '... erbyn 2025 fod y Sir yn lle delfrydol i fyw, gweithio, ac ymweld â hi...' Mae hefyd yn rhan allweddol o'r nod strategol o 'Ddod â'r Cyngor yn nes at y gymuned'.

Ymarferydd Gofal Plant – Llwybr Gyrfa

Mae'r swyddi hyn yn rhan o Lwybr Gyrfa, sy'n golygu y gallwn ystyried ymgeiswyr nad ydynt efallai yn ateb yr holl feini prawf ar gyfer Ymarferydd Gofal Plant cwbl gymwys a phrofiadol.

Bydd ymgeiswyr sy'n bodloni'r holl feini prawf a osodir ar y raddfa uchaf ar gyfer y swydd hon yn cael blaenoriaeth wrth ystyried ymgeiswyr ar gyfer cyfweliad. Fodd bynnag, rydym hefyd yn croesawu ceisiadau gan rai sy'n bodloni'r meini prawf yn y graddfeydd is. Bydd yr ymgeiswyr llwyddiannus yn cael eu cefnogi i symud ymlaen trwy'r graddfeydd nes eu bod yn ddigon cymwys a phrofiadol, a byddant yn cael eu talu yn unol â'r meini prawf y maent yn eu bodloni.

Unwaith y maent yn eu swydd bydd y sawl a benodwyd yn symud drwy'r graddfeydd wrth iddynt ddatblygu eu sgiliau, gwybodaeth a gallu ac ennill cymwysterau, yn unol â'r Llwybr Gyrfa isod.		
	Grâdd 3 Cynorthwyydd Gofal Plant	**Grâdd 4** Ymarferydd Gofal Plant
Cymwysterau	Yn barod i/yn gweithio tuag at NVQ/FfCCh lefel 2 mewn Gofal, Dysgu a Datblygiad Plant. Addysg gyffredinol sylfaenol.	NVQ/FfCCh lefel 2 mewn Gofal, Dysgu a Datblygiad Plant neu gymhwyster gofal plant cyfwerth perthnasol. Addysg gyffredinol sylfaenol.
Profiad Perthnasol		Profiad o weithio gyda phlant.
Gwybodaeth a Sgiliau	Gweithio'n dda mewn tîm ac fel unigolyn.	Gallu cyfathrebu'n dda gydag oedolion a phlant. Gweithio'n dda mewn tîm ac fel unigolyn. Gwybodaeth am addysg a gofal plant blynyddoedd cynnar. Gallu cynllunio a threfnu gweithgareddau i blant.
Rhinweddau Personol	Gallu parchu a chadw cyfrinachedd bob amser. Perthnasoedd gwaith effeithiol.	Gallu parchu a chadw cyfrinachedd bob amser. Perthnasoedd gwaith effeithiol. Empathi a dealltwriaeth ar gyfer gweithio gyda phlant a theuluoedd o ystod o gefndiroedd ac agwedd nad yw'n feirniadol tuag at ddarparu gwybodaeth, cefnogaeth a chymorth
Unrhyw Ofynion Eraill / Gwybodaeth Arall	Yn barod i/yn gweithio tuag at NVQ/FfCCh lefel 2 mewn Gofal, Dysgu a Datblygiad Plant.	

Ffynonellau Tystiolaeth: Arfarniadau perfformiad, sesiynau un-i-un, adolygiadau coleg, cyfnod prawf, adborth gan diwtoriaid coleg, rhieni ac/neu gydweithwyr e.e. tystiolaeth o fynd i'r afael â thasgau penodol i fodloni meini prawf.
Perfformiad: Gall salwch neu sancsiynau disgyblu gael effaith andwyol ar ddatblygiad gweithiwr drwy'r Llwybr Gyrfa, sy'n golygu efallai y bydd yn rhaid i weithiwr dreulio mwy o amser o fewn pob band uchod.
Symud drwy'r Graddfeydd: Er mwyn datblygu drwy'r Llwybr Gyrfa, bydd angen i weithwyr sicrhau eu bod yn bodloni'r safonau cymwysterau gofynnol ac yn cynhyrchu tystiolaeth fel yr amlinellir uchod. Pan fydd gweithiwr wedi dangos eu bod yn bodloni meini prawf y radd nesaf, byddant yn cael eu symud ymlaen i'r radd honno. Ni all gweithwyr symud ymlaen i'r Radd nesaf nes y byddant wedi bodloni meini prawf y Radd honno. Disgwylir y bydd gweithwyr llwyddiannus yn symud drwy'r Llwybr Gyrfa o fewn 3 blynedd a manteisio ar yr holl gefnogaeth sydd ar gael er mwyn gwella eu profiad dysgu a gwneud y mwyaf o'u potensial. Mae peth disgresiwn a hyblygrwydd yma, ond disgwylir amserlen resymol o hyd. Mae'n rhaid gwneud ceisiadau i ddatblygu rhwng camau'r llwybr, gan ddefnyddio'r Ffurflen Newid Contract. Gellir gwneud penodiadau o fewn y strwythur Llwybr Gyrfa yn unol a'r gofynion uchod.

DENBIGHSHIRE COUNTY COUNCIL JOB DESCRIPTION

Job Title:	**Childcare Practitioner – Career Pathway**
Grade:	**Grade 4**
Service:	**Education and Childrens Service**
Service Area:	**Little Acorns – The Oaktree Centre, Rhyl**
Responsible to:	**Childcare Co-ordinator**
Job ID Number / Date Issued:	**04526 / March 2025**
Welsh Language Category:	**Welsh language skills are desirable – level 1** Welsh Language Levels

Job Purpose

To provide high quality childcare and early years education to children within Little Acorns and Christ the Word Childcare settings.

To be responsible and care for all children as a group or on a 1 to 1 basis within our setting, ensuring the needs of all children are met through identifying and implementing any development plans and strategies which are needed to ensure the delivery an inclusive childcare environment.

To model good practice and lead by example ensuring that all CIW (Care Inspectorate Wales) National Minimum Standards and regulations are adhered to at all times.

To work within all age ranges of 0-12 years.

Principal Accountabilities and Responsibilities

1. Work with colleagues in all childcare rooms, the Room Leaders, the Childcare Supervisor, Childcare Coordinator, Childcare and Play Development Manager and other professionals to help develop and plan appropriate programmes of care and activities for ages 0-12 years including implementing personal care routines, nappy changing and toileting in line with the settings policies.

2. Provide an inclusive and effective play environment with engaging opportunities in which children can develop their social, emotional and physical skills within the new Curriculum for Wales and the settings core values. This may include delivery on an outreach basis and/or community events.

3. Supervise the children at all times within the required CIW staff ratios, ensuring the setting is kept clean throughout the day to include hoovering, sweeping and mopping as required so that the environment is safe. Report defective equipment to Room Leader immediately and ensure that cleaning and check logs are completed and all DCC and settings policies and procedures are adhered to in accordance CIW National Minimum Standards.

4. Be an Enabling Adult, research, plan, prepare and deliver purposeful activities to contribute towards the settings planning ensuring there is an effective environment within the Curriculum for Wales. Reflect on practice to ensure that the curriculum is reflective to all children's needs and planning for their next steps of development.

5. Work within the CIW National Minimum Standards for Regulated Childcare for children up to the age of 12 years, Curriculum for Wales, local and national legislation, Estyn, ALN Code 2021, Welsh Language Standards, UNCRC, ECPLC - Early Childhood, Play, Learning and Care) to ensure that each child's individual needs are met and recognised targets and goals are set both personally and developmentally for each child to support their individual learning journey. This includes completing observations, WELLCOMM assessments, implementing strategies and liaising with external ALN and Health professionals for children with Early Language Development or Additional Needs.

6. Act as a key-worker for children within your care to establish and foster effective relationships with parents/carers of children which includes conducting ad-hoc home visits to support transition for 2 year old children and families from home to setting and 3 year old children transitioning from non-maintained to maintained education.

7. Ensure all relevant paperwork is kept up to date including children's records, registers, early years and ALN paperwork, daily diaries and recording of children's learning outcomes and assessments in line with the Curriculum for Wales and ALN code 2021. All paperwork, records and personal information is handled in compliance with the Data Protection legislation.

8. Maintain CIW mandatory training requirements in completing 12 hour Emergency Paediatric First Aid and Level 2 Safeguarding training. Be responsible for administrating Emergency Paediatric First Aid as and when needed and ensuring the safeguarding policy and procedures are followed at all times with the relevant paperwork being completed and any concerns raised to the Room Leader or Childcare Management Team.

9. Promote equality for all children and families, recognising and encouraging all anti-discriminatory behaviour, respecting confidentiality (unless there are child protection implications) recognise the children's rights and choice and respecting personal beliefs and identity.

10. Attend supervision, staff meetings and trainings to continue own professional training and development this includes mandatory qualification requirements as prescribed by CIW regulations.

11. Prepare and provide nutritionally balanced, healthy snacks, meals and drinks for the children following the Welsh Government's Food and Nutrition guidance for childcare settings and the Healthy Preschools initiative, adhering to the Food Standards Agency and Environmental Health requirements and complete Food Hygiene Level 2 training.

12. Working with colleagues to ensure that children are transported safely on school runs and outings and that CIW ratios are adhered to and risk assessments are followed during any outings from the setting. Drivers will be required to carry out mandatory drivers checks and minibus training by DCC Fleet Services.

13. Undertake any additional duties as deemed appropriate by the Childcare and Play Development Manager

Resources/Equipment/Material

Full uniform will be provided

Taking payments from parents for services which is then logged and deposited accordingly

Driving setting minibus for school runs and outings

Supervision/Management of People

Not Applicable

Knowledge, Skills, Training and Experience

- The post holder will be educated to at least NVQ/QCF level 2 (or equivalent) in a childcare discipline with experience of working within a childcare setting
- Additional qualifications in Emergency Paediatric First Aid, Food Hygiene and Safeguarding would be essential
- Experience of working with children with additional needs and Early Language Development is desirable
- The post holder must possess well developed, all round communication skills and being a team member is essential
- Creative thinking and innovation by seeking and trying new and better ways of doing things, as well as welcoming initiatives from others
- The Post Holder must enjoy working with children, seeing them as individuals and have experience of helping children learn and develop
- Experience of working within the Curriculum for Wales
- Evidence of identifying and further enhancing personal and professional development is essential
- Welsh skills are desirable – level 1

Special Working Conditions

Not Applicable

Employment Checks/ Specific Requirements

All new starters are required to undergo our standard safer recruitment checks; enhanced DBS clearance, 2 satisfactory references including last employer, evidence of essential qualifications and evidence of Right to Work in the UK.

Denbighshire County Council recognises its obligations to safeguard children and adults together with preventing slavery and human trafficking and will do all in its power to prevent slavery and human trafficking within its business. Modern slavery can take many forms including the trafficking of people, forced labour, servitude and slavery.

Safeguarding is everyone's business and all Denbighshire employees are required to work in accordance with the Council's Child / Adult Safeguarding policies and procedures and have a duty to report any concerns which may be noted during the course of their duties and are asked to be alert to the signs of exploitation. Concerns should be raised via their Designated Safeguarding Manager in order that the Council can take prompt action when exploitation is identified.

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Vision/Context

The post holder will form part of the Community Well-being team within Facilities, Assets and Housing service. The Service is key to the vision of Denbighshire County Council in ensuring that '….by 2025 the County will be an ideal place to live, work, visit….' And playing a key role in the strategic aim of 'Bringing the Council closer to the community'

Childcare Practitioner – Career Pathway

These roles are part of a Career Path, meaning we are able to consider applicants who perhaps do not meet all the criteria of a fully qualified and experienced Childcare Practitioner.

Applicants meeting all the criteria set out in the highest graded role will be given priority consideration for interview. However, we also welcome applications from those meeting the criteria in the lower grades. The successful candidates will be supported to progress through the grades until they are suitably qualified and experienced, and will be paid according to the criteria they meet

Once in post, the post-holder will progress through the grades as they develop their skills, knowledge, abilities and gain qualifications, in line with the Career Pathway below.		
	Grade 3	**Grade 4**
	Childcare Assistant	Childcare Practitioner
Qualifications	Willing to/working towards NVQ/QCF level 2 in Child Care Learning and Development. Basic general education.	NVQ/QCF level 2 in Child Care Learning and Development or equivalent childcare relevant qualification. Basic general education.
Relevant Experience		Experience of working with children.
Knowledge and Skills	Work well in a team and as an individual.	Ability to communicate well with adults and children. Work well in a team and as an individual. Knowledge of early year's education/childcare. Ability to plan and organise activities for children.
Personal Qualities	Ability to respect and maintain confidentiality at all times. Effective working relationships.	Ability to respect and maintain confidentiality at all times. Effective working relationships. Empathy and understanding for working with children & families from a range of backgrounds and providing a non-judgemental attitude towards providing information, support and assistance.

Any Other Requirements / Information	Willing to/working towards NVQ/QCF level 2 in Child Care Learning and Development.	

Evidence Sources:

Performance appraisals, one-to-one's, college reviews, probationary period, feedback from college tutors, parents and/or colleagues
e.g. evidence of undertaking specific tasks to satisfy criteria.

Performance:

Employee sickness or disciplinary sanctions may have an adverse effect on progression through the Career Pathway, resulting in the employee spending longer within each band above.

Progression:

In order to progress through the Career Pathway employees will need to ensure that they meet the required qualification standards and produce evidence as per the above. Once an employee has demonstrated they meet the criteria of the next grade, they will then move into this grade. Employees cannot progress to the next Grade until they meet the criteria for that Grade.

It is expected that employees will progress through the Career Pathway within 3 years, and be expected to access all available support to enhance their learning experience and maximise their potential. There is some discretion and flexibility here but a reasonable timeframe is still expected.

Applications for progression between pathway stages must be done using the Contract Change Form. Appointments can be made within the Career Pathways structure in line with above requirements.