Louise Russell

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# Personal Profile

Dedicated professional with a foundation in theatre studies and a successful track record in community engagement, childcare, and assessment. Currently excelling as a full-time Childcare Assessor, managing a caseload of 40 to 45 learners. I conduct daily assessments, utilizing observations, professional discussions, and comprehensive evaluation of written assignments and off-the-job duties. Meticulously preparing learners for their End Point Assessment (EPA), I create individual portfolios, showcasing a commitment to precision and organizational efficiency. With a background rich in delivering engaging workshops and building strong community relationships, I bring a creative mindset to problem-solving, especially for families facing unique challenges. Having worked extensively with children, including those with special educational needs, I understand the significance of early intervention and holistic assessment, fostering growth and development for both children and caregivers. My leadership skills, effective communication, and strong sense of ownership position me as a valuable collaborator within interdisciplinary teams. Committed to continuous learning, I actively seek new opportunities to expand my skill set. Passionate about creating positive change, my theatre studies background and hands-on community involvement uniquely position me to contribute effectively in various settings. Eager to leverage my diverse experiences to make a meaningful difference and achieve success in a new career path.

# Qualifications

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| **Couse/Training/Skill**  | **Date**  | **Provider**  |
|  Level 3 Childcare Assessor Qualification  | 12/2023 | Swift Childcare/ Assessor Training Direct  |
|  Employability Skills for Success | 10/2022 | Strive Training |
| Makaton Training (Weekly) | 4-year period | College Park School |
| Child Protection & Safeguarding Policy | Yearly | College Park School |
| DBS Enhanced Certificate | Yearly | DBS Update Service |
| Prevent Duty Training | 01/2021 | College Park School |
| Team Teach Certificate in Reduction of Risk, Restraint and Restriction(Originally taken in 2018 refreshed in 2021) | 01/2021 | Team-Teach Ltd |
| Introduction to Adverse Childhood Experiences (ACEs) and Early Trauma | 01/2021 | Home Office Early Intervention Fund |
| Asthma & Epilepsy training | 01/2021 | College Park School |
| Intensive interaction training | 01/2021 | Speech & language therapist atCollege Park School |
| Supporting Successful Learning in Primary School | 06/2020 | University of Reading (online course) |
| Understanding Autism | 06/2020 | The Open University/Open Learn |

# Education

## Brunel University, London *Graduated June 2016* BA Hons in Theatre Studies - Grade: Second Class (2.1)

**Physical Modules:** Devising | Applied Drama | Directing | Advanced Musical Theatre | Advanced Physical Theatre

**Academic Modules:** Performance of Research | Perspectives | Cannon Reloaded | Professional Business

**Final Year Project:** Belmarsh Prison Inmates’ Rehabilitation Workshop using Applied Theatre

# Employment Experience

## Early Years Childcare Assessor (Full-Time) | Charring Cross, London *Feb 2023 – Present*

 As a committed full-time assessor, I manage a caseload of 40 to 45 learners. I perform daily assessments to assess their competency levels, utilising observations, engaging professional discussions, and evaluating written assignments and off-the-job duties. I also take on the responsibility of ensuring each learner is well-prepared for their End Point Assessment (EPA), meticulously assembling individual portfolios for submissions and exams.

My main responsibilities are listed below:

* Assess and evaluate learners' practical skills and knowledge in early childhood education and childcare.
* Conduct observations of learners in real-life childcare settings to assess their competency.
* Provide constructive feedback and guidance to help learners improve their skills and meet required standards.
* Monitor learners' progress and track their development throughout their training program.
* Collaborate with educational institutions and training providers to ensure alignment with curriculum and assessment criteria.
* Maintain accurate records of assessments, feedback, and learner progress.
* Keep up to date with industry standards, regulations, and best practices in early years childcare.
* Support learners in setting and achieving their learning goals and professional development aspirations.
* Design and deliver effective assessment strategies that cater to diverse learning styles and needs.
* Identify areas for improvement in learners' practice and develop tailored plans for enhancement.
* Stay informed about changes in early years childcare policies and adapt assessment methods accordingly.
* Provide guidance on relevant regulations and policies within the childcare industry.
* Foster a positive and supportive learning environment that encourages growth and skill development.
* Collaborate with other assessors and educators to share insights and best practices.
* Attend training and development sessions to enhance assessment skills and industry knowledge.

## Sole Charge SEN Nanny (Full-Time) | Stratford, London *May 2022 – Aug 2022*

Sole charge of a 5-year-old with Autism, caring for their physical and mental development. Keeping good communication with parents at all times by sending pictures throughout the day of achievements, activities, outings, and general content the parents would like to see. Staying organised with a weekly schedule.

My main responsibilities are listed below:

* Taking the child to therapy twice a week and implementing relevant strategies advised by the occupational, speech and language, behavioural and other therapists.
* Using Makaton throughout the day to communicate.
* Taking regular trips out to parks, shops, zoos, nature parks, discovery centres, libraries, and restaurants to work on social skills.
* Preparing healthy meals and snacks
* Picking up the child from school daily and travelling via home public transport
* Regular table-time sessions which include using PECS, homework, reading & writing, puzzles, painting, messy play and more
* Toilet training, bath & bedtime routine
* Keeping the child’s room, bathroom, play areas and toys tidy ▪ Washing and ironing the child’s clothes and bedding

## SEN Teaching Assistant (Full Time) | College Park School, London *Sept 2018 – April 2022*

Supporting children who have autism and complex learning needs, building a relationship with each child individually to understand their needs and ensure that the highest level of provision is delivered.

My main responsibilities are listed below:

* Preparing learning resources.
* Personal care, toilet training (nappy changing 3 times a day).
* Encouraging children's confidence, self-esteem, and independence.
* Helping children understand instructions, through repetition, re-phrasing or demonstrating.
* Putting into practice individual education, social, behavioural, and personal care programmes.
* Encouraging children to communicate with staff, using PECS to communicate what they want or how they're feeling.
* Providing feedback and assistance to teachers.
* Recognising children's interests and using their interests as motivators in lesson time to help them stay engaged.
* Supporting children in social activities and on outings.
* Assisting children during therapy sessions and feeding back to teachers and parents.
* Recognising signs of distress in the child.
* Taking daily photos of the children and uploading them on to Evisense and linking them to their individual targets.
* Extra duties include running dance lessons for the early years class. With the aim of increasing coordination and interaction with others.

**Tutoring (Weekends)** | West Hampstead, London *Sept 2022 – present*

Extra-curriculum support for a 6-year-old child who has English as a second language with their Early Years Maths & Literacy. The child has made significant progress with their speech and has shown much higher levels of focus and engagement since tutoring with me. School and family have recognised the benefits the sessions have provided.

## Childminder Assistant (Part Time) | West Hampstead, London *Sept 2020 – April 2022*

My roles and responsibilities would be to take over from another assistant and do a short handover. Helping with any end of day personal care of the children, ensuring that the children are kept engaged with fun activities, running interactive story times, dancing breaks, singing and fancy-dress talent shows. Planning weekly themed activities to relate to the story of the month. I made weekly Makaton videos for the children to watch and learn from. This allowed the practice to become more inclusive, allowing the children to learn a new form of communication.

## Summer Camp Facilitator (Summer Holidays) | Neverland Events, London *May 2018 – May 2022*

Creating themed days for children to keep them excited and engaged throughout the camp. I have introduced songs and phrases throughout the day which remind the children what's coming up next, this has become a memorable element of the camp and has helped keep the day structured and organised in a fun manner.

Duties include planning workshops throughout the day which include Arts and crafts, baking, outdoor games, dance lessons, drama games, magic shows, discos, face painting and interactive storytelling. Looking after the personal care of children, ensuring regular toilet breaks and that everyone has a healthy lunch on arrival. Reminding the children throughout the day of the camp rules to ensure everyone is always safe, learning and having fun.

## Workshop Facilitator (Summer Holidays) | Fitzrovia Community Centre, London *May 2016 – Mar 2020*

Confidently working on my own initiatives and manage my own ideas in all areas of project delivery. I plan a variety of artistic sessions, produce shows, plan projects, and run successful workshops for children and families.

Performing arts club - Delivering a weekly session of drama and art for a class of twenty or so children ages 7-11.

Sessions include filming movies, producing, and rehearsing plays which are publicly shared at the end of terms. Art club – Delivering weekly sessions which include creating a different piece of art every week with imaginative objectives for the children to explore and experiment.

## Workshop Facilitator (Summer Holidays) | Battersea Arts Centre, London *June 2017 – Mar 2020*

I coordinate the ‘Art n Crafts’ corner, facilitate the drama workshops and run the family day disco. Help organise the ‘Family Saturdays Event’ where we welcome local families with a free activity packed programme.

# Projects

## Young Producers Programme | Battersea Arts Centre

Young Producers was an opportunity for me to gain an introduction to producing and work within a diverse team to create part of Battersea Arts Centre's Home-Grown Festival - a celebration of work by young artists, performers and producers. With the team, I programmed and created an arts event. The event consisted of different performances all connected to one theme and was performed consecutively. We had different artists in a selection of the rooms in the Battersea Arts centre. Those that were not performing were artistic guides prepared to take groups of audience members through the journey of our event. This programme helped me understand how to schedule, market and budget for events with large turnouts and how to effectively project manage from planning right through to finish. My roles also consisted as an artist liaison and hosted talks by Battersea Arts Centre producers and arts professionals.

## Applied Theatre Project | Belmarsh Prison

I produced and delivered a workshop for inmates of Belmarsh prison for which I had to present my ideas to the prison’s educational team. Preparation consisted of designing an inviting poster to be placed around the prison for inmates to voluntarily sign up to. I also had to plan and develop the workshop in slots of three, two-hour sessions for twenty inmates. The workshops included activities to break the ice amongst inmates, encourage them to be vocal and engaged. The aim of these workshops was to enable insight into how easily inmates are able to communicate and interact with each other using simple drama activities in a place of isolation.

## Performer and Facilitator | Camden Youth Awards

My responsibilities included leading vocal and physical warmups for all performers, supporting the technical team backstage with cues and working on costumes, hair and makeup. In addition, I choreographed a group dance and performed a song of my own.

# HOBBIES AND INTERESTS

* Maintaining a healthy lifestyle by keeping an exercise routine and healthy eating plan.
* Performing and Acting – Recently I have enjoyed directing school plays and afterschool performances
* Cooking and experimenting with new recipes and ideas
* Traveling the world and finding hidden gems

# REFERENCES

References available upon request