

Nursery Room Leader

Do you thrive on delivering and maintaining high quality care that stimulates children and aids each child's personal development. Do you enjoy supervising other playroom staff, sharing professional knowledge to improve practices, and making sure all regulatory requirements are complied with in the setting.

Do you enjoy building positive relationships with colleagues and with the parents and carers of the children ensuring open communication, so everything operates smoothly and to a high standard throughout the playroom, including children's education, care, and playtime.

If so.....

We have an exciting opportunity for a friendly and reliable Nursery Room Leader. This position is located at St Andrew's Prep School in Eastbourne. We are looking to recruit a Nursery Room Leader to be responsible for classroom management and for the welfare of all the children in the Nursery and to support their learning, and personal, social, and emotional development. We are looking for a dynamic and enthusiastic individual who has lots of experience within an Early Years setting and a good working knowledge of the statutory framework for the EYFS.

St Andrew's Prep Nursery provides a happy, safe, and stimulating environment for children between the ages of 9 months to 4 years and is set right at the heart the school. The Nursery has access to many of the Pre-Prep and Prep facilities, including a state-of-the-art sports hall, indoor swimming pool, Forest School site and extensive playing fields. As the school is located so close to the sea, the Nursery staff take the children to the seafront to explore the beach.

Our Prep school is set in the heart of Meads close to the sea, and at the foot of the South Downs. Nearby Meads Street with its parade of shops, restaurants, cafes, pubs, and the parish hall are all at the heart of the local community.

With a wealth of history, the school being founded in 1877, today at St Andrew's Prep Nursery, we offer children a wide variety of learning experiences and they quickly begin to develop spiritually, morally, culturally and socially whilst enhancing their creative talents. It is through living and working in a positive and creative atmosphere that children learn to feel secure in themselves and their surroundings. We encourage children to be resourceful and resilient, as well as to be mindful, respectful and kind.

As a Nursery Room Leaders, some of your responsibilities will include:

- Ensure that the children are safe, secure, and happy inside and outside, whilst they are at Nursery
- Lead in the planning and teaching of the Early Years Foundation Stage framework
- Organise time and effectively use creative and practical skills with a range of material resources
- Produce and maintain a welcoming and enabling indoor and outdoor environment, providing a positive context for learning
- Positively interact and support children in their play, fostering their enthusiasm for learning by offering experiences and activities that are challenging but achievable
- Observe, assess, and record the children's development, including completion of online learning journeys or similar
- Work as an enthusiastic member of the team in either Pre-Prep or the Nursery, as required
- To ensure all daily routines are adhered to and records kept up to date.
- To supervise staff and students within your room.
- To ensure assessments and observations are conducted and regularly and completed by all members of staff.

- To liaise closely with parents/carers, informing them about the Nursery and its curriculum, exchanging information about children's progress and encouraging parents' involvement.
- To oversee an effective key worker system.
- To liaise with other room leaders, to provide a smooth transition for children.
- Maintain strong home/school links with parents and families, to facilitate children's learning and development, by establishing professional relationships
- Play a full part in the life of Nursery and the wider school.

Who we are looking for to join our team:

- Experience in similar work in a similar environment
- Must have suitable experience in working with children aged under 24 months
- Must have one of the following qualifications:
 - NNEB
 - NVQ Level 3 Early Years Care and Education
 - NVQ Level 3 Early Years Educator
 - NVQ Level 3 Children and Young People's Workforce
 - Diploma in Early Years
 - BTech in Early Years

In addition

- GCSEs in English and Mathematics, Grade C or above, or equivalent
- Good knowledge of EYFS and Early Years practice
- SEND experience or experience with individual needs

Hours of Work

- Flexible working, Full Time, part time or term time
- The Nursery is open between 07.45 to 18.15. Monday to Friday. Full time hours are 40 hours a week, however hours of work can be negotiated as long as we cover the opening hours of the nursery.

Salary

£23,920 Full Time (pro rata if working part time at £11:50 per hour)

In return we offer a comprehensive benefits package consisting of:

- 30 days paid holiday plus bank holidays
- Free life assurance
- 5% employer contribution to the pension plan (subject to employee contributions)
- Employee Assistance Programme
- Free Meals during working hours when the dining hall is open
- Free use of Charity facilities including pool and gym
- Free Company events

Application Process

To apply for this exciting opportunity, please follow the link below to complete the online application form: [Eastbourne College \(Inc\) Support Staff Application Form \(cognitofirms.com\)](https://cognitofirms.com/Eastbourne-College-Inc-Support-Staff-Application-Form)

Closing date: All applications must be received by **noon on 10 March 2023.**

For further information please contact Jack Harris, Recruitment & HR Projects Manager by phone 01323 452239.

We reserve the right to interview before the closing date, so candidates are advised to apply as soon as possible.

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants will be required to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS).