Job Title: Nursery Leader (Level 3 Early Years Qualified)

Location: Longton Primary School and Nursery

Grade: Grade 4

Responsible to: Headteacher

Staff Responsibility: Yes

Essential Car User: No

Scope of the Role:

As Nursery Leader, you will be the designated lead for the newly formed nursery within the primary school, working in accordance with Lancashire County Council guidelines. You will support the nursery’s policies, ethos, and vision, ensuring a nurturing, inclusive, and stimulating environment for young children. You will play a key role in planning, leading, and coordinating activities, guiding staff members, and fostering a collaborative team approach to early years education.

Main Responsibilities:

- Lead the planning and delivery of high-quality early years activities, ensuring they are engaging, developmentally appropriate, and align with the Early Years Foundation Stage (EYFS) framework.

- Develop weekly activity plans and adapt these plans to meet the needs of individual children.

- Supervise, guide, and support nursery staff, providing leadership and mentorship to promote professional development and team cohesion.

- Oversee daily nursery operations, ensuring a safe, welcoming, and stimulating environment for children.

- Monitor and evaluate the effectiveness of activities and teaching strategies, making improvements where necessary.

- Foster strong relationships with children, parents, and the wider school community, promoting positive communication and involvement.

- Maintain accurate records of children’s progress and contribute to assessments and reports.

- Ensure compliance with all safeguarding, health and safety, and quality standards set by Lancashire County Council and other regulatory bodies.

- Support the induction, training, and development of nursery staff and any new team members.

- Collaborate with primary school staff to ensure smooth integration and transition for children between nursery and school settings.

Person Specification:

- Level 3 Early Years Qualification or equivalent.

- Proven experience in early years education, preferably in leadership or supervisory roles.

- Strong knowledge of the EYFS framework and statutory requirements for early years settings.

- Excellent communication and interpersonal skills to lead a team and build positive relationships with children and families.

- Ability to plan and organise effectively, demonstrating creativity and initiative.

- Commitment to safeguarding and promoting the welfare of children.

- Ability to work collaboratively within a team and with external agencies.

We Offer:

- The opportunity to lead and shape a new nursery within a supportive primary school environment.

- Ongoing professional development and support.

- A vibrant, inclusive community committed to high standards of early years education.

Longton primary School and Lancashire County Council is an Equal Opportunities Employer.

To apply, please submit your application form along with a cover letter detailing your suitability for the role.