



Position: Deputy Nursery Manager

Salary: Up to £33,390 per annum

Contract type: Full Time - 52 weeks

Hours of Work: 40 hours per week, Monday to Friday

Place of Work: Rookwood School, Weyhill Road, Andover SP10 3AL

We are seeking an experienced Deputy Manager to join Little Rooks Nursery. This is an exciting opportunity to join and influence the development of our nursery, creating a nurturing and inspiring environment for young children.

Little Rooks Nursery is located within the beautiful grounds of Rookwood School, a successful non-selective co-educational Independent School with a strong family atmosphere that prepares children in our nursery aged 6 months to 5 years exceptionally well for their first steps in school.

We believe in recruiting and training the very best staff to meet the needs of all young babies, toddlers, and pre-schoolers in our care.

This is a permanent position to work in our year-round Nursery. The role is 40 hours per week. This position is all year round and not term time only.

We are looking for a Deputy Nursery Manager who will be involved in the progress and development of the Nursery. Linking closely with the Nursery Manager and involved with the school you will play a key role in the development of our pupils, ensuring a happy and successful start to their education journey. Prior Deputy Manager experience is not essential but would be looked upon favourably for this role. You will be involved in the day-to-day running of the nursery alongside the Manager so an understanding of financial operations, recruitment, training and development of staff would also be looked upon favourably.

We are looking for a fantastic deputy nursery manager who can;

- Demonstrate excellent practice in delivering the Early Years curriculum.
- Promote the values of the Nursery for all staff, parents and children.
- Develop and maintain excellent working relationships with all staff.
- Assist with the maintenance of accurate records including occupancy to ensure growth and development.
- Assist with training and development of staff to fulfil their potential.

The successful Deputy Nursery Manager should be passionate about all areas of children's learning.

Applicants should demonstrate the following qualifications & experiences:

- Full and relevant Level 3 Childcare qualification in early years as a minimum.

- Have recent experience within a childcare setting.
- Great passion for child development and a good working knowledge of the EYFS 0-5 years curriculum.
- Experience of working in a Senior EYP or Deputy Manager role.
- Excellent knowledge of the EYFS and Ofsted statutory guidance.
- Knowledge of Child Protection and Safeguarding.
- Knowledge and proven practical experience of implementing good quality learning opportunities.
- Ability to deliver a high standard of childcare.
- Excellent communication and interpersonal skills to work productively with pupils, colleagues, parents and outside agencies.
- Excellent planning, organisation and time management skills.
- A fantastic understanding for how a Nursery works.
- Excellent communication skills and able to work effectively in a team.

As the Deputy Manager at Little Rooks Nursery, you will join our great team and play an important role in delivering a high-quality childcare and education service to our young children.

At Little Rooks Nursery, we believe in rewarding our hardworking and passionate team. Our benefits package includes excellent rates of pay for the local area with annual reviews, discounted childcare, generous holiday allowance, access to healthcare and wellness support, and a range of discounts across various brands and services. We also provide daily free lunches for all staff, fostering a nurturing and inclusive work environment.

****Benefits****

- A caring and supportive working environment within a vibrant school community
- A professional, hardworking and supportive team of staff
- Competitive salary
- Opportunities for further professional development
- Free hot lunch provided
- Free onsite parking
- Excellent transport links – just 10-minute walk from both town centre train station
- Cycle to work scheme
- Company pension
- Access to reduced educational fees for qualifying children
- Employee Assistance Provision with 24/7 Confidential Helpline
- Health & wellbeing programme – including a health plan that provides significant coverage such as optical, dental, dental accident, chiropody, therapy treatments and health club concession. Access to DoctorLine from anywhere in the world.
- Westfield rewards (discounts from various high street and online outlets).
- Refer a friend scheme up to £750

Interested candidates should send an application at the earliest possible time. The advert may close prior to the stated date and interviews will take place as soon as a suitable field of candidates is obtained therefore early submission of applications is recommended.

Applications are invited to be submitted via our online application portal at

<https://applicant.website/i/65A755/vacancy-info/0000000853>

The full Job Description can be obtained directly from the vacancies section on our school website - www.rookwoodschool.org/vacancies.

For further details please contact recruitment@rookwoodschool.org; or call 01264 325900. Potential applicant visits are welcomed.

Rookwood School is committed to safeguarding and promoting the welfare of children & young people and expects all staff to share this commitment. Applicants must be willing to undergo child protection screening, as all new staff will be subject to enhanced DBS clearance, identity checks, right to work in the UK, qualification checks and employment checks to include an exploration of any gaps within employment and two satisfactory references.

All positions which involve working with children are exempt from the Rehabilitation of Offenders Act (1974).