

Nursery Manager – Rookwood School

Salary: Up to £45,000 per annum depending on experience and qualifications + Bonus

Hours of Work: 40 hours a week

Contract term: Permanent

Start date: March 2024

We are currently looking for an enthusiastic and passionate Nursery Manager to join Rookwood School. This is an exciting opportunity for you to join the nursery at Rookwood School and shape the next stage of our growth.

Rookwood School is a successful non-selective co-educational independent school located a short walk from the picturesque market town of Andover, Hampshire. With a new Sixth Form, we are the only independent 'all-through' school in the Andover area, educating from the age of 2 to 18.

The Nursery, "Little Rooks Nursery" is part of our Early Years Department, situated in a purpose-built building with its own dedicated outside space. Children from two years old can learn through an exciting and stimulating play based environment. The Nursery is open from 7.30am through to 6pm, offering ~~all-year-round~~ care for 51 weeks per year. The nursery team prides itself on providing a warm, welcoming and caring environment. Working closely ~~together~~ with parents and carers each child's individual needs are respected and nurtured.

We are looking for a Nursery Manager who can be influential in the progress and development of Little Rooks Nursery. Linking closely with the other Inspired Learning Group nurseries you will play a key role in the development of our pupils ensuring a happy and successful start to their education journey. Prior Nursery Manager or Deputy Manager experience is essential for this role. You will be heavily involved in the day to day running of the nursery including occupancy, fees and recruitment.

We are looking for a fantastic nursery manager who can;

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

As our Nursery Manager at Rookwood School you should be passionate about all areas of children's learning.

We are looking for a manager who can demonstrate the following qualifications & experiences:

- Full and relevant Level 5 Childcare qualification (NVQ5, EYTS, QTS, BEd or above)
- Have vast experience within a childcare setting
- Great passion for child development and a good working knowledge of the EYFS 0-5 years
- Experience of working in a management role, mentoring and leading staff
- 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, organising 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 Nursery Manager at Rookwood School you will play a vitally important role in the nursery as well as the school community. You will be involved and supported by the Inspired Learning Group of schools and Nurseries. With termly manager meetings you will meet and share best practice with other managers. In return we will offer you a friendly, welcoming place of work, a great team of staff and pupils who are well behaved and engaging.

As part of the Inspire Learning Group staff also benefit from;

- Annual salary reviews
- Childcare fee discount
- Competitive Annual leave inclusive of Bank Holidays with Annual leave increasing with service.
- Pension scheme
- Refer a friend scheme up to £750
- 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.
- Employee Assistance Programme.
- Westfield rewards (discounts from various high street and online outlets).

If you are an experienced manager looking for new challenge or deputy manager looking to take their first managerial position at our nursery then this exciting opportunity is the role for you.

A full Job description is available on request.

We look forward to your application, **We reserve the right to close this vacancy earlier than the date advertised.** Interviews will take place on a rolling basis, as applications are received.

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, qualification checks and employment checks to include an exploration of any gaps within employment, two satisfactory references and registration with the Disclosure and Barring Service (DBS).