

# Deputy Nursery Manager

School:	Kenyngton Manor Primary School	Posted:	17th January 2023
Location:	Bryony Way, Off Beechwood Avenue, Sunbury-on-Thames, Surrey TW16 7QL	Expires:	31st January 2023 11:59 PM
Contract Type :	Permanent	Start Date:	As Soon As Possible
Salary:	£21,585 - £23,795pa (£25,214 - £27,795pa FTE)	Job ID:	1301002
Hours:	Term Time		



Kenyngton Manor Primary School

**Working Hours: 36 hours per week, 39 weeks per year.**

**Working Pattern: Monday-Thursday: 8.15am – 4.00 pm, and Friday: 8.15am – 3.45 pm.**

We have an exciting opportunity for a **Deputy Nursery Manager** to join the team at Kenyngton Manor Primary School. This role provides support to the Nursery manager, to enable the children in the EYFS to achieve their maximum potential. This role is undertaken within the nursery setting, and requires delivering the EYFS curriculum and the planning of activities to support learning in all key areas. The post holder will ensure that the planned programme of activities set out by the class teachers are implemented, and assist in the preparation of the classroom, the reception of pupils, the organisation of materials and the checking and clearing of equipment.

Kenyngton Manor Primary School is a two-form entry with a PAN of 60. We have approximately 400 pupils aged 2-11, this includes the part-time pre-school and nursery provision. There are 200 children in the infants including our reception classes and 170 children in the junior department. The nursery/pre-school provisions offer children and families a stimulating, well-resourced base in which to prepare for school readiness. We have excellent facilities, well equipped classrooms, and well-maintained outdoor play areas. The average class size is 26 and staff work in year group teams to collaboratively plan and deliver high quality lessons. Teaching assistants are highly skilled and play a critical role in supporting teachers and play a critical role in securing outstanding progress in pupils' learning.

**THPT can offer:**

- An opportunity to be part of a dynamic and developing organisation
- Excellent benefit package to include Cycle to Work, Sainsbury's Loyalty Discount and access to discount schemes
- Fantastic Local Government Pension Scheme, including generous employer contributions
- Rewards and Benefits Scheme that includes Loyalty and Service Awards

All adults employed by the Trust have a responsibility for data protection and have a duty to observe and follow the principles of the GDPR Regulations.

The Howard Partnership Trust welcomes applications from all, irrespective of gender, marital status, disability, race, age or sexual orientation.

All applicants must be able to provide evidence of their Right to Work in the UK prior to commencement of employment. As part of our need to comply with UK immigration rules, you will be required to provide Home Office stipulated documentation prior to interview.

Early applications are encouraged. We reserve the right to interview and appoint prior to the closing date of this advertisement.

The successful candidate will have a minimum 5 GCSE's at Grade C or above, or equivalent, good written and oral communication, and an understanding of Health and Safety regulations. Qualifications relevant to the role are desired.

**Values and Behaviours**

We are a values-based organisation and seek to recruit individuals who can demonstrate our values.

Our values will be assessed through the selection process, so we ask all applicants when providing their supporting statement to also incorporate not only how they meet the essential criteria for the role but to also demonstrate our values.

**Our values are:**

- Integrity - displaying honesty and having strong moral principles
- Partnership - working together and taking collective ownership to achieve the same goals
- Advocacy - working hard on behalf of others to maximise their success
- Resilience - finding success again after something difficult or negative has happened

Compassion - displaying empathy towards and a desire to help others

Aspiration - aiming high to achieve success

*Please ensure your supporting statement reflects our Values*

### **SAFEGUARDING AND FURTHER INFORMATION**

The successful candidate will be subject to a satisfactory enhanced disclosure from the Disclosure and Barring Service (DBS).

The Howard Partnership Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Due to the nature of this role, it will be necessary for the appropriate level of criminal record disclosure to be undertaken. In making your application, it is essential you disclose whether you have any pending charges, convictions, bind-overs or cautions and, if so, for which offences. This post will be exempt from the provisions of Section 4 (2) of the Rehabilitation of Offenders Act 1974. Therefore, applicants are not entitled to withhold information about convictions which for other purposes are 'spent' under the provision of the Act, and, in the event of the employment being taken up; any failure to disclose such convictions will result in dismissal or disciplinary action. The fact that a pending charge, conviction, bind-over or caution has been recorded against you will not necessarily debar you from consideration for this appointment.

#### **Safeguarding Statement:**

As part of our standard recruitment procedure, we would draw your attention to the fact that 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. The successful candidate will be subject to a satisfactory enhanced disclosure from the Disclosure and Barring Service (DBS).