



***K**ate Greenaway Nursery School and Children's Centre*

***Recruitment to the position
of Deputy Headteacher***



Background

Kate Greenaway Nursery School is a vibrant nursery provision at the heart of King's Cross. The school sits within a small social housing estate and serves a wonderfully diverse local community. The nursery was rated 'Outstanding' in the most recent Ofsted inspection in 2019. The provision has a strong reputation locally and is very popular with families.

We believe that at this young age, children learn best through a play-based curriculum, with support from our experienced staff team who engage with children in their play to support social interaction, language development and further learning opportunities.

As a child-centred nursery, our children spend much of their day engaged in self-directed learning. We support our children develop a passion for learning and explorations to help them unlock their potential. We coach our children to acquire the crucial skills of self-confidence and self-regulation to succeed in the next stage of their young lives.

At Kate Greenaway, we continuously strive to offer the best experiences to children and families. Each year we set ourselves challenging targets that secure progressive development. For 2021-2022, our main targets were the successful implementation of the New EYFS Framework and In the Moment Planning.

The past two years have been challenging for all parts of society, and Kate Greenaway is no exception. The nursery went through various challenges, including a leadership change. In addition, similar to all maintained nurseries we face funding challenges while the needs of young children and their families have never been higher. Despite the numerous challenges, the nursery continues to deliver an outstanding provision and remains very popular in the local community. The school has a healthy waiting list, and many families approach the school weekly to inquire about vacancies.

The governing board's ambition is for the nursery school to evolve into an Early Years Centre of Excellency, a model school for the most effective, evidence and research-based early years practice and provide training, support and challenge to other early years settings.

We are determined to achieve this through the following:

- Strong partnership with parents, community, multi-agency hubs and businesses.
- Strong partnership with the Local Authority. The London Borough of Islington has a long history of leading and valuing Early Years education.
- Potential for collaborative work with other Early Years providers and neighbouring primary schools in the area.
- We will explore external funding sources and review our current provision to ensure maximum value.

This is an exciting opportunity to join the school and work with the Headteacher, the staff team, and the governors to realise the ambition.



Kate Greenaway Nursery School
York Way Court, London - N1 0UH
Tel: 020 7527 4850
Headteacher: Diana Valcheva
www.kategreenaway.org



Advert

Deputy Headteacher

Contract: Permanent post, full time, 5 days a week (negotiable)

Salary Grade Range: Leadership 1 to 3

Actual Salary Range: £50,167 - £52,313 per annum

Start date: September 2022 or January 2023

The Headteacher and Governors at Kate Greenaway Nursery School seek to appoint a highly motivated and committed Deputy Headteacher to join our outstanding school.

Kate Greenaway is located at the heart of King's Cross, a richly diverse area. We offer an all-year-round provision with government-funded and fee-paying places for children aged six months to 5 years. Our committed staff team are determined to give children the best start in life. We are proud of our quality provision and persistently enrich it with effective, evidence-based and innovative practices to achieve the best outcomes for our children.

The successful candidate will be a strong Early Years Practitioner, aspiring to work with the Leadership Team to lead and develop the education and care provision at Kate Greenaway. This role also includes responsibility as the Nursery School SENCO.

To join our vibrant Nursery School, you will need to have:

- Substantial experience of delivering the EYFS within the 0-5 age range;
- Completed the National SENCO Award (desirable);
- Ability to communicate effectively with parents, children and colleagues and have the confidence and the ability to lead a team;
- A minimum of two years of experience in a leadership role in an early years setting (preferable);
- Enthusiasm and commitment to the highest quality practice with children, combined with a positive and creative approach to managing change;
- A sound level of ICT competence within both the classroom and in administrative tasks, including managing budgets and rotas;
- A sense of humour is important.

You will also deputise for the Headteacher as necessary and will be one of the Designated Safeguarding Leads across the Nursery.

Visits are welcomed during the week commencing **27 June 2022**. To arrange a visit please contact: Morvia Harriott (Business Manager) Morvia.harriott@islington.gov.uk or call on **020 7527 4850**.



If you are excited by this opportunity, please complete the application form online at:
www.islington.gov.uk/jobs.

Closing date: midnight, **Thursday 7 July 2022**

Shortlisting: **Friday 8 July 2022**

Interviews: **Week commencing 11 July 2022**

SAFEGUARDING AND EQUAL OPPORTUNITIES

Kate Greenaway Nursery School complies fully with the DfE Guidance Keeping Children Safe in Education and is committed to safeguarding and promoting the welfare of children. The post holder is expected to share this commitment and comply with all associated internal policies and procedures



Job Description

Deputy Headteacher

To take a leading role in the leadership and management of the Nursery, developing the environment and promoting effective learning through high expectations resulting in positive outcomes for all children

In addition to the professional duties of a teacher as set out in the School Teachers Pay and Conditions document and accompanying job description for main scale teacher and curriculum co-ordinator.

Responsible to the Headteacher

KEY ROLES AND RESPONSIBILITIES:

Leadership and Management

- To deputise for the Headteacher as necessary, and have full responsibility for the leadership and management of the Nursery and Children's Centre in her absence.
- Assist the Headteacher in the routine management of the school, including staffing, resources, budget planning, premises and health and safety management.
- To work with the Room Leaders, the Early Years Advisor and the SEND department to oversee the wider educational provision offered across the nursery
- To be prepared to be part of the 'on call' system during holidays if and when necessary to ensure appropriate senior management coverage
- To play a leading role in the Senior Management Team working across the centre
- To act as the SENCO for the Nursery ensuring all children's needs are met and policies and practices comply with the SEND code of practice
- To be one of the Designated Safeguarding leads across the Nursery
- To work with the Headteacher and Senior Management Team on the identification and planning of priorities informing the Nursery Development Plan and take a lead on certain elements of the plan
- To work with the Headteacher to undertake regular monitoring of teaching and learning informing future planning and development
- Take responsibility for the quality, monitoring and development of the extended services liaising with staff and Room Leaders.
- To work with the Headteacher and senior staff to monitor and report on the quality of teaching and learning within the school, using this information to support further



developments and inform staff's performance management

- To promote and work within the aims and ethos of the Nursery
- To be responsible for the effective day to day running of the Nursery, ensuring high quality provision and motivating, supporting and guiding staff
- To ensure Nursery policies are regularly reviewed and updated

Management of People

- To undertake the performance management of staff as advised, ensuring effective staff development and training in order to maintain and develop good practice
- To work with the Headteacher to acknowledge excellence and challenge poor performance across the Nursery
- To develop good working relationships with all those connected with the Nursery School.
- To support colleagues in developing their practice by modelling 'best practice' and ensuring it is disseminated
- To take an active role in the induction of new members of staff and students into school
- To ensure effective partnerships and communication with parents across all areas of the Nursery's work
- To be responsible for transitions, liaising with schools and pre-schools to ensure children are appropriately supported
- To ensure staff are effectively deployed and tasks are fairly delegated to ensure that the environment, equipment and resources are maintained to a high standard.
- To ensure that the Nursery is appropriately staffed and that staff are deployed effectively
- To support the Headteacher to co-ordinate and promote annual fund raising events

Teaching and Learning

- To take a lead in the development, maintenance and monitoring of effective assessment, planning and record keeping, ensuring documentation is completed to a high standard
- To ensure an exciting and stimulating environment is maintained to a high standard both inside and out
- Undertake regular monitoring of staff linking to performance management
- To lead the senior teaching team within the Nursery, leading planning and staff meetings to ensure strategic targets and actions are carried out
- To use assessment data effectively and work with the Nursery team to ensure all children's needs are being met in a developmentally appropriate manner, taking account of all



vulnerable groups

- To lead and demonstrate a real enthusiasm for the development and implementation of new initiatives
- To disseminate good practice to staff and the wider community e.g. parents' groups, staff meetings, governors or other settings across the locality
- To ensure resources are stored and maintained to ensure full and effective use is made of all available resources
- To lead colleagues in developing and reviewing policies, medium and long term planning and training
- To disseminate good practice to certain groups, perhaps at a staff or governors' meeting, network groups or to parents.

SENCO/Inclusion

- Exercise a key role in assisting the Headteacher and governors with the strategic development of SEND policy and provision
- Co-ordinate SEN provision throughout the school to ensure children's needs are being met, maintaining appropriate registers and liaising with the office staff to ensure accurate reporting
- Ensure all children with special/additional needs are identified and work alongside staff to develop individual plans co-produced with parents to ensure their needs are being met
- Use assessment information to ensure that all children with SEN are being identified early and that appropriate support is put in place
- Support all staff across the Nursery to ensure all children are being appropriately supported to enable them to make good progress in their learning
- Ensure support staff are being appropriately deployed to ensure group work and 1-1 work are being undertaken to support children
- Support staff in the identification of appropriate teaching methods to meet individual children's needs
- Co-ordinate all SEND information and co-ordinate annual reviews and attend/chair when necessary
- Liaise with Educational Psychologist and other professionals re SEND processes
- Maintain and develop SEN resources
- Keep up to date with all SEND policy and legislation



Person Specification

POSITION: Deputy Headteacher

GRADE: Leadership 1 – 3

RESPONSIBLE TO: Headteacher

You should demonstrate on your application form how you meet the following essential criteria.

Qualifications	Essential/Desirable
<ul style="list-style-type: none">• Qualified teacher status	E
<ul style="list-style-type: none">• Early years teacher status	D
<ul style="list-style-type: none">• Evidence of further professional development	E
<ul style="list-style-type: none">• Has undertaken Designated Persons Safeguarding training	D
<ul style="list-style-type: none">• NASEN award for SENCO role	D
Personal Qualities	
<ul style="list-style-type: none">• Excellent interpersonal and communication skills	E
<ul style="list-style-type: none">• Enthusiasm and commitment	E
<ul style="list-style-type: none">• Ability to work within, and lead a team	E
<ul style="list-style-type: none">• Ability to motivate and inspire others	E
<ul style="list-style-type: none">• Commitment to Inclusion	E
Experience	
<ul style="list-style-type: none">• Excellent practitioner	E
<ul style="list-style-type: none">• Experience of working in a diverse setting	E
<ul style="list-style-type: none">• Evidence of significant post qualifying classroom based experience in an Early Years setting.	E
<ul style="list-style-type: none">• Leadership and Management experience for a minimum of 2 years	E
<ul style="list-style-type: none">• Good knowledge of early years development and the EYFS	E
<ul style="list-style-type: none">• Knowledge and understanding of the educational, developmental and health needs of children 0-3 age range.	E
<ul style="list-style-type: none">• Experience of leading a curriculum area	E



<ul style="list-style-type: none">• Experience of working with Multi agency teams• A good working knowledge of working with children with SEND• Experience of leading SEND provision• An understanding of the school self-review and evaluation process	E D D D
Other	
<ul style="list-style-type: none">• Ability to use IT competently• Ability to manage time effectively and meet deadlines• Experience as a staff member of the Governing Body	E E E



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