

# St. George's CE Primary Application Pack

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Good  
Provider



**EYFS Nursery Teaching Assistant**

**Grade: Scale 5 Spinal Point 13-15**

**PERMANENT - Starting 1<sup>st</sup> September 2026**



**St. George's**  
CE Primary School

**About us**



It is an incredibly exciting time to join St. George's Church of England Primary School: a one and a half form entry school within the Southwark Diocesan Board of Education Multi-Academy Trust.

Firstly, our pupils' smiles and love of learning make St. George's a very special place to be.

We are incredibly lucky to have a wonderful school environment, which is spacious and inviting. On our grounds, we house two large sports halls; a delightful, spacious outside area for reflection; a dedicated, well-resourced music room; and a kitchen space for food technology lessons.

Our staff team are vibrant, fun, hardworking and have the highest expectations for our children. We strongly believe in working together, taking an evidence-informed approach to new initiatives and school improvement.

As part of our offer within the Multi-Academy Trust, staff have access to networks, national qualifications, and tailored training. We believe in investing in the people who are charged with caring for our children.

Our pupils' physical and mental well-being is incredibly important at St. George's. We were one of the first schools to adopt the Daily Mile and have achieved the School Games Gold Award.

We warmly welcome you to arrange a tour of the school. Our website reflects the great learning that goes on at St George's and we know how important how a school 'feels' is to you, the candidate.

In the meantime, please take a virtual tour of our school here <https://www.stgeorges.lewisham.sch.uk/site/video/st-georges.mp4> to see the wonderful facilities and learning which takes place at St. George's.

We look forward to your application.

Come and join our amazing school.

**Darren Janes**  
Head Teacher  
St. George's CE Primary  
Perry Vale,  
London SE23 2NE





# St George's

CE Primary School

## EYFS Nursery Teaching Assistant Grade: Scale 5 Spinal Point 13-15

Permanent – Starting 1<sup>st</sup> September 2026

Are you a passionate and experienced early years practitioner ready for the next step in your career? St George's CofE Primary School (London, SE23) is excited to open a brand-new 2-year-old provision in our newly built early years block, complete with a large outdoor area and expertly resourced learning spaces.

We are seeking a Level 3 qualified Nursery Teaching Assistant to lead our 2-year-old room under supervision of our EYFS leader. You will play a key role in shaping our youngest children's first experiences of education, supported by our strong, Ofsted-rated early years team.

### What We Offer:

- A brand-new, purpose-built early years environment with high-quality resources
- Large outdoor play area and excellent facilities
- Supportive, expert colleagues and a positive team culture
- Opportunities for professional development and training
- A school community committed to inclusion, wellbeing, and high standards

**About the Role:** You'll lead the planning and delivery of engaging, play-based learning for 2-year-olds, support and develop a small team, maintain the highest standards of safeguarding, and work closely with parents and external agencies. You'll also help establish daily routines and track children's progress, ensuring every child receives the best start.

### What We're Looking For:

- Level 3 qualification in Early Years/Childcare
- Experience working with 2-year-olds, including behaviour management
- Strong communication skills and a nurturing approach
- Knowledge of EYFS and safeguarding requirements
- Paediatric First Aid (or willingness to train)
- Flexible, positive, and enthusiastic attitude

**Grade & Salary:** Scale 5 Spinal Point 13-15

**Permanent:** 1<sup>st</sup> September 2026

**Hours:** 35hrs per week, 39 weeks per year

**Salary:** £34863 - £35892 Pro rata and subject to pay review



We strongly encourage you to come and visit us. To arrange a visit with our Headteacher, Darren Janes, please contact our School Business Manager, Barbara Whiting, on 020 8699 5127.

For an application pack, please contact the School Business Manager at [admin@stgeorges.lewisham.sch.uk](mailto:admin@stgeorges.lewisham.sch.uk) or visit the website where this vacancy was advertised. Completed applications may be submitted by email to the above address or by post to the school office.

St George's CE Primary is fully committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment. Offers of employment are subject to a satisfactory enhanced DBS disclosure, overseas checks if applicable, and receipt of satisfactory references. Original evidence of the right to work within the United Kingdom will be required prior to commencement of employment i.e. National Insurance Number, Work Permits, or Indefinite Leave to Remain.

**Closing date:** 12;00pm on Tuesday 7<sup>th</sup> July

**Shortlisting:** 07/07/2026

**Interview dates:** Week beginning, 13/07/2026



# St George's

CE Primary School

## Job Description

**DESIGNATION: Early Years Foundation Stage - EYFS Nursery Teaching Assistant**

**Grade: Scale 5 Spinal Point 13 - 15**

**Reports to: Head Teacher / Deputy Head Teacher / EYFS Lead**

### MAIN PURPOSE OF THE JOB

Under supervision of the EYFS lead, to lead the new 2-year-old provision opening in September, delivering high-quality, age-appropriate, play-based learning and care in line with the Early Years Foundation Stage (EYFS) statutory framework. You will guide a small team, ensuring a safe, stimulating, and nurturing environment for our youngest children.

The post-holder will also assist with lunchtime supervision every day.

**Liaison with:** EYFS Lead, Head Teacher, other support staff, and where appropriate, outside agencies such as Speech and Language Therapists or the SENCo.

### SUMMARY OF RESPONSIBILITIES AND DUTIES

- Under supervision of the EYFS lead, plan, deliver, and evaluate engaging, play-based learning experiences tailored to 2-year-olds, following the EYFS framework.
- Under supervision of the EYFS lead, lead and support a small team of assistants within the 2-year-old room, modelling best practice at all times.
- Maintain the highest standards of safeguarding and child welfare, adhering to all relevant policies and guidance.
- Foster effective relationships with parents/carers, providing regular feedback and supporting home-school partnerships.
- Work collaboratively with external agencies and professionals as needed.
- Assess, track, and record children's developmental progress, identifying and supporting next steps in learning.
- Support daily routines including feeding, naps, and personal care, always promoting children's dignity and independence.
- Manage and model positive behaviour strategies suitable for toddlers.
- Ensure the learning environment is safe, well organised, and stimulating, making effective use of the new, purpose-built facilities.
- Participate in regular team meetings, training, and development opportunities.
- Work flexibly to meet the needs of the provision during term time.



### **SUPPORT FOR PUPILS**

- To deliver a broad and balanced curriculum in line with EYFS principles.
- To develop an awareness of the developmental needs of Nursery-aged children.
- To support learning through play, adult-directed tasks, and child-initiated activities.
- To prepare and adapt resources to enhance learning opportunities and meet children's interests and developmental stages.
- To reinforce positive behaviour, encourage resilience and independence, and support children's personal, social, and emotional development.
- To support effective interactions among peers and facilitate inclusion in group activities.
- To support children's self-care, hygiene, and mealtime routines as required.

### **SUPPORT FOR THE SCHOOL**

- Contribute to the positive ethos and vision of the school and EYFS setting.
- Support home-school relationships in collaboration with teaching staff.
- Engage in relevant meetings and training to improve practice.
- Follow school policies related to safeguarding, health and safety, confidentiality, and behaviour.
- Support across the EYFS if directed to do so.

### **GENERAL DUTIES**

- Be aware of confidential issues linked to home/pupil/teacher/school/work and maintain confidentiality as appropriate.
- Be aware of and support diversity. Ensure all pupils have equal access to opportunities to learn and develop.
- Contribute to the overall ethos, work, and aims of the school.
- Accompany teaching staff and pupils on visits, trips, and out-of-school activities as required, taking responsibility for a group under the supervision of a teacher.

### **EQUALITIES**

- Ensure implementation and promotion of the SDBE MAT's equal opportunities policies and statutory responsibilities in both employment and service delivery.

### **HEALTH AND SAFETY**

- Comply with the requirements of Health and Safety at Work regulations.
- Take reasonable care for the health and safety of yourself and others.

### **CONDITIONS OF SERVICE**

- Governed by the National Agreement on Pay and Conditions of Service, supplemented by local conditions as appropriate.

### **SAFEGUARDING**

St George's CE Primary is fully committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment.



# PERSON SPECIFICATION

## EYFS Nursery Teaching Assistant

Attributes:	Essential:	Desirable:
<b>Qualifications and Training</b>	<ul style="list-style-type: none"> <li>• Full and relevant Level 3 qualification in Early Years/Childcare (essential)</li> <li>• Paediatric First Aid certificate (or willingness to complete training)</li> <li>• Evidence of continued professional development</li> </ul>	
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Proven experience working with 2-year-olds in an early years setting</li> <li>• Experience with EYFS planning, assessment, and record keeping</li> </ul>	<ul style="list-style-type: none"> <li>• Experience leading or supporting a small team (desirable)</li> </ul>
<b>Knowledge / Skills &amp; Ability</b>	<ul style="list-style-type: none"> <li>• Strong knowledge of the EYFS and statutory safeguarding requirements</li> <li>• Ability to plan and deliver age-appropriate, play-based activities</li> <li>• Excellent communication and interpersonal skills to work with young children, families, and staff</li> <li>• Confident in behaviour management strategies suitable for toddlers</li> <li>• Ability to assess and record children's progress effectively</li> <li>• Understanding of inclusive practice and working with external agencies</li> </ul>	
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Warm, caring, and patient approach with young children</li> <li>• High expectations for all children and commitment to their wellbeing and development</li> <li>• Flexible, proactive, and reliable</li> <li>• Commitment to upholding the values and ethos of St George's CofE Primary School</li> <li>• Able to maintain confidentiality and demonstrate integrity at all time</li> </ul>	<ul style="list-style-type: none"> <li>• Interest in contributing to wider school life or extra-curricular activities.</li> </ul>