

Victoria Park Nursery School and Family Hub
Newbury, RG14 1EH
Family Hub Support Assistant
Grade D: SCP 5-9 £23500 - £25119 pro rata

Term Time only contract

16 hours per week covering the following hours:

Mon 12.30 – 3.30pm, Tues 8.30 – 3.30pm, Thurs 9-12 & Friday's 9-12.30pm

Grade D scp 5-9 £7600 - £8118

The role will include leading in all the Family Hub sessions, including a creche: planning, preparation of resources, engaging with adults & children, making refreshments, setting up & clearing away, data inputting.

We are looking for someone who has:

- Level 3 or above in Early Years Care & Education
- 2 years recent experience of working with children aged 0-4 yrs and their families
- Basic IT skills
- The capacity to work flexible hours
- A full driving licence and access to a suitable vehicle

We can offer:

- The opportunity to make a positive difference to the lives of young children
- Commitment to your professional growth and development
- The opportunity to be part of a dynamic, innovative team

Please complete the WBC Support Staff Application form and also complete the Criminal Records Self Disclosure form found on our website: <https://victoriapark.w-berks.sch.uk/westberks/primary/victoria-park/site/pages/nurseryschool/vacancies>

Please then forward to slawson@victoriapark.w-berks.sch.uk

A Job Description and Person Specification is also available on our website.

The closing date for receipt of completed application form to Victoria Park Nursery School by 8th September Midnight. Please also include the completed Criminal Records Self Disclosure form. Interviews will be ongoing as applications arrive. Please note that the vacancy may close sooner than advertised if a suitable candidate is found.

This role has been identified as public facing in accordance with Part 7 of the Immigration Act 2017; the requirement to fulfil all spoken aspects of the role with confidence in English applies.

Our school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to Disclosure and Barring Service (DBS) checks along with other relevant employment checks.