



The Rivers
C.of E. Academy Trust

Application Pack

Level 3 Early Years Practitioner &
Room Leader

An extraordinary education for every pupil



Summerhill's
Little Treasures

Welcome

Summerhill's Little Treasures has proudly been part of the highly successful Rivers C of E Academy Trust since November 2020. We are part of a dynamic trust of sixteen primaries, first and nursery schools and a thriving teaching alliance with a strong educational reputation. As a member of our 850+ staff community, you will have access to a collaborative network of colleagues who work together to drive high standards and benefit from a contributing pension scheme, access to continued professional development and opportunities for internal talent management.

Summerhill' Little Treasures is an independent nursery which caters for pupils from 3 months to 4 years old. As a setting, we are committed to creating a happy and vibrant community, where everyone feels valued. Our children are given memorable experiences that excite them about learning for life through encouragement, nurture and by celebrating their individuality.

Overview

Summerhill's Little Treasures is an independent nursery located in Tipton, Sandwell. We have four rooms within the Nursery, Orange Room, which accommodates babies from 6 weeks up to 2 years. Green Room, which accommodates 2-year old funded children on a sessional basis. Purple Room which accommodates 2-year old's who access a flexible range of sessions, and finally, Yellow Room. Yellow Room is our pre-school which offers 15 and 30 hour provision. As well as full day care we also provide a wrap around service for children who attend Summerhill Primary Academy.

Established in 2008, Summerhill's Little Treasures has since joined The Rivers CofE Academy Trust in 2020

Performance

Our latest Ofsted judgement: ' Outstanding' *February 2023*

Quotes from the Inspectors:

- Children thrive in this nursery. They show enthusiasm and high levels of engagement in activities. They flourish from the very strong attachments to staff, who are extremely attentive to children's needs"
- "Highly trained, outstanding leaders and staff construct a strong, ambitious curriculum, which is well sequenced and thoroughly embedded throughout the nursery. . "
- "All children behave exceptionally well and show kindness and consideration towards their friends"

About Us

The Rivers C of E Academy Trust is a multi-academy school trust, specialists in early years and primary provision, serving over 5250 pupils across three local authorities: Worcestershire, Dudley and Sandwell.

Established in 2014, The Rivers C of E Academy Trust now comprises of a respected teaching alliance, sixteen 'Good' and 'Outstanding' primary, first, and nursery settings and an alternative provision. We are a connected learning community with a shared aim to create '**an extraordinary education for every pupil**'.

We are a community of schools with a 'Christian ethos', welcoming families from all faiths and no faiths, but together we are guided by our shared mission, vision and values.

Our Mission

- Extraordinary Education
- Extraordinary People
- Extraordinary Futures

Our Vision

Through an **extraordinary education**, we empower pupils to be life-long learners and see their limitless potential. Respectful relationships and an unwavering focus on discovering talents and interests enable pupils to flourish and be **extraordinary people**. Together, we spark aspiration and drive achievement, so that pupils contribute positively to society and to their **extraordinary futures** in an ever-changing world.

Our STARS Values



Sharing



Trust



Achievement



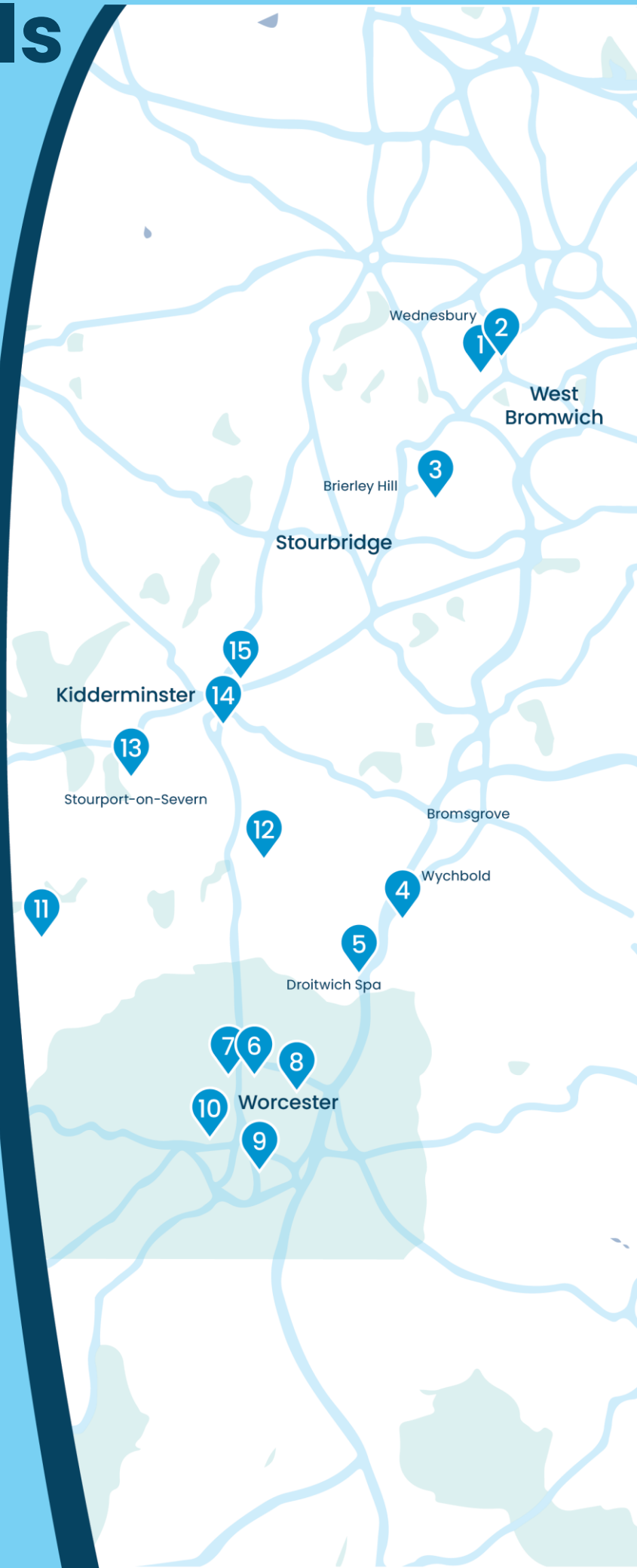
Respect



Safety

Our Schools

- 1 Summerhill Primary Academy Summerhill's Little Treasures
- 2 Jubilee Park Academy
- 3 Dudley Wood Primary School
- 4 Wychbold First and Nursery School
- 5 St Peter's Droitwich CofE Academy
- 6 North Worcester Primary Academy
- 7 Northwick Manor Primary School
- 8 Cranham Primary School
- 9 Cherry Orchard Primary School
- 10 St Clement's CofE Primary School and Pre-School
- 11 Great Witley CE Primary School
- 12 Cutnall Green CofE Primary School
- 13 Burlish Park Primary School
- 14 Heronswood Primary School
- 15 Unity Academy



Staff Benefits

We believe that collaboration and staff wellbeing are at the heart of our success.

Supported by our trust, we offer a range of benefits to enhance our work environment and support the professional and personal growth of our staff, including work-life balance.

Education Mutual

Staff can access a comprehensive range of healthcare services through Education Mutual, including mental health support, 24/7 GP Healthline, physiotherapy, stress management resources, and occupational health services.

Find out more about Healthcare and Wellbeing Services here:

www.educationmutual.co.uk/service/healthcare-and-wellbeing/

Local Government Pension Scheme (LGPS)

The Local Government Pension Scheme (LGPS) is a defined benefit plan, meaning your pension is calculated based on your salary and length of service and adjusted for inflation. This ensures a secure and guaranteed income in retirement, unaffected by investment performance.

Find out more about LGPS here:

www.lgpsmember.org/

Other staff benefits include:

- Competitive salary
- Six INSET days per year
- Protected CPL time
- Continued professional development pathway for every role
- No work communication outside working hours
- Excellent holiday entitlement for support staff: Bank holidays plus 26 days paid holiday (pro rata)
- 5 days extra paid holiday after 5 years' service (pro rata)
- Time for You' day
- Family-friendly policies including flexible working, occupational maternity and paternity pay
- Reasonable release time for significant personal events
- Length of service awards
- Resources for retirement and financial planning
- Cycle-to-work scheme
- Free tea, coffee and milk



About the Role

Job Title:	Level 3 Early Years Practitioner & Room Leader
Salary:	Grade C, Points 5 -8. FTE salary £24,790-£25,992
Start date:	September 2025
Contract Type:	Permanent. Full Time, Full Year.
Reporting To:	Headteacher, Childcare Manager
Location:	Upper Church Lane, Tipton, West Midlands

About:

The closing date for applications is **9am Wednesday 25th June 2025**. Applications should be made on a Rivers Academy Trust application form, which are available on our website. Completed application forms should be sent to hr-spa@riverscofe.co.uk.

Interviews for this post will take place on Monday 30th June 2025

Shortlisting will take place on **Wednesday 25th June** . If you have not heard back from us after this date, unfortunately you have not been successfully shortlisted.

We would be delighted to hear from you and if you share our vision and want to make a real difference to our pupils, school and Trust. If you have any further queries, or would like to visit our school, please call the main office on 0121 557 3282. We look forward to hearing from you.

Job Description

Responsible to: Headteacher

Key Purpose:

- Lead the planning and delivery of a rich, engaging curriculum in line with the EYFS
- Create a warm, stimulating environment that supports children's learning and development
- Act as a key person, building strong relationships with children and families
- Support and mentor practitioners within the room, helping to maintain high standards
- Ensure compliance with safeguarding, health and safety, and nursery policies
- Carry out observations, assessments and reports to monitor child progress
- To report appropriate data to senior leaders when required
- To develop genuine bonds with your key children and support and monitor colleagues to sensitively fulfil their key person responsibilities
- To contribute to the effective recording and resolution of any complaints or investigations, always ensuring confidentiality.

Supporting the Pupil

- To supervise the children in an inclusive manner, ensuring their safety and access to learning activities.
- To provide a range of learning opportunities and general care that reflects the child's individual ability.
- To fulfil key person responsibilities for a group of children attending the setting.
- To provide a range of learning opportunities and general care that reflects the child's individual ability.
- To nurture positive relationships and children ensuring their emotional well-being and promoting their confidence and self-esteem.
- To fulfil room responsibility for creating a provision in which all children can interact and develop fully, intellectually, physically, socially and creatively through play.
- To provide learning experiences that challenge and enable young children to grow in confidence and independence within a stimulating environment.
- To take responsibility for the observation, assessment, monitoring and record keeping of children learning and development using a variety of methods, to inform planning.

Supporting the Senior Leadership Team

- To work with senior staff in creating and maintaining a purposeful and organised environment that supports the delivery of play and learning opportunities.
- To monitor children's achievements and identify any difficulties.
- To ensure that practice complies with the school's policies and procedures.
- To support the management team in the organisation of the school's provision on a day-to-day basis, including administrative tasks.
- To develop learning opportunities and implement these to meet the differentiated learning needs of individual children as outlined in EYFS.
- To assist in the assessment of pupil attainment/progress.


Supporting the Early Years Foundation stage

- With guidance from senior staff to provide learning activities within the guidelines of the EYFS
- With guidance from senior staff to plan, prepare and deliver the Early Years Curriculum for your children.
- To support the use of a variety of equipment for learning activities, including ICT.

Service Delivery

- To build trusting relationships and links with those with parental responsibility during the working day, as part of the normal consultative process. To be aware of and maintain school policies and procedures.
- To promote high standards of behaviour throughout school in accordance with the Behaviour Policy.
- To support the ethos of the school.
- To maintain a safe environment.
- To assist with supervision of children at play (indoor and outdoor) and at mealtimes.
- To assist with planning a programme of activities, suitable for the age range of the children, following the policies and procedures.
- To assist with the creation of a stimulating and attractive classroom environment.
- To attend Parent meetings, be involved in fundraising events and assist with the promotion of the childcare facility as required.
- To assist with the care, maintenance and security of all equipment and toys within the childcare facility.
- To have a sound knowledge of and comply with policies and procedures relating to safeguarding, health and safety, security, confidentiality and data protection.

Wider Professional Effectiveness

- Participate in and engage with Academy Inset and Professional Development, whether in-house or external.
 - Through the mechanisms of Appraisal and Quality Assurance, demonstrate improvement in your role as a result of Professional Development and Inset.
 - Disseminate the outcomes of Inset to other staff and ensure that the Executive Team are aware of such innovation and cutting-edge development.
 - Effectively contribute to the Academy improvement planning process.
 - Develop links with governors, LAs and neighbouring schools.
 - Undertake professional duties that may be reasonably assigned by the Headteacher or Childcare manager.
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Person Specification

Qualifications and Experience:

Essential

- Level 3 or above approved Early Years qualification.
- Willingness to participate in other development and training opportunities

Desirable

- Evidence of further CPD
- Recent and relevant experience of working in a primary school or nursery setting
- Food Hygiene and Handling
- Paediatric first aid certificate

Skills and Knowledge:

Essential

- Ability to plan effective learning and care programmes either under appropriate supervision and guidance or in collaboration.
- Ability to work independently using own initiative.
- Ability to self-evaluate learning needs and actively seek learning opportunities
- Ability to relate well to children and adults including other professionals/carers/parents
- Ability to demonstrate and promote good practice in line with the ethos of the setting both indoors and outdoors.
- Ability to manage multiple tasks, whilst ensuring children, colleagues, parents and carers are respected and listened to.
- Fluent English speaker
- Effectively communicate with adults and children
- Good written, verbal and nonverbal communication
- Proven experience of working with children in an early learning environment
- Ability to reflect on learning and care needs and use this knowledge to impact on children's outcomes e.g. in planning, procurement of resources, Individual Education Plans (IEPs), communication with parents

Person Specification

Desirable

- Experience of working with other agencies and professionals
- Knowledge and understanding of the type of external support that is available to support children's development and how to access these services.
- Ability to interact with children and support their involvement in physical activities and outdoor play
- Consistent approach with children and parents
- Experience of having kept written records of children's achievements including observations
- Ability to promote and market the service to the wider community

Personal Qualities:

Essential

- A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school
- Proactive and positive team player, able to work constructively as part of a team to understand Nursery roles and responsibilities and own position within these.
- Enthusiasm for learning and working with children
- Caring, friendly, approachable, open, inclusive, welcoming, and personable
- Able to always maintain confidentiality
- Commitment to safeguarding and equality
- Organised, Patient, Resourceful.

Desirable

- Reflective approach and commitment to personal development
- Able to provide consistently high levels of quality care and education opportunities to all children, in pressured and sometimes challenging environments

How to Apply

Application forms are available to download here: [Summerhill's Little Treasures - Vacancies](#)

Please email completed application forms to hr-spa@riverscofe.co.uk by 9am Wednesday 25th June 2025.

Interviews for the position will take place on 30th June 2025. We are committed to safeguarding and promoting the well-being of children and expect everyone to share this commitment. The successful applicant will undergo a full enhanced DBS check.

Thank you for your interest in Summerhill's Little Treasures. If you would like to find out more or to arrange a tour of the school, please get in touch using the contact details.



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Get in Touch

Summerhill's Little Treasures

T: 0121 557 3282

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[Summerhill's Little Treasures - Contact Us](#)

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