

**Nursery Practitioner Application Pack**

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# Letter from Sir Steve Lancashire, Chief Executive, REAch2 Academy Trust

Dear Candidate

Thank you for your interest in this role within the REAch2 Academy Trust.

This is a hugely exciting time for our family of schools. The Trust has been recognised by the Department for Education as being well placed to raise standards and achieve excellence for pupils in a growing number of schools nationwide. We are presented with a rare opportunity to make a real difference to the lives and life chances of so many primary school children – many of whom haven’t previously received the educational opportunities they deserve.

The Trust includes schools at all stages of development, from those requiring significant improvement through to existing outstanding schools. As a Trust we are clear about the importance of achieving long term sustainability for our schools. Our vision is to enable individual academies to flourish with real autonomy, whilst also ensuring a strong ethos of support and collaboration across our schools.

Teachers within REAch2 belong to a national community of professionals, and benefit from a wide range of networks and development opportunities across the Trust. In time, our best teachers are able to work across schools, develop specialisms and step up to leadership roles within and beyond their own academy. The Trust provides a strong culture of collaboration and support, together with high expectations for staff and pupils alike.

Those we recruit are able to demonstrate that they share our values, are highly motivated to work with colleagues within and beyond their school to continuously develop their skills and pursue professional excellence and are committed to providing the highest standards of teaching for all children. If that is you then we would be delighted to receive your application.

**Sir Steve Lancashire**

**Chief Executive Officer, REAch2 Academy Trust**

# Our Cornerstones and Touchstones

REAch2 is the Cornerstone of the Trust: providing a strong, responsible foundation from which every academy develops and grows. A cornerstone provides a subtle yet paramount role in the construction of a building and ensures that REAch2 is a trustworthy, accountable and inspirational organisation, delivering the best possible learning experience.

REAch2 is defined by the values of **excellence, quality, delivery and standards** – these features give the Trust its enduring attributes and its inherent reliability.

However, what gives each REAch2 Academy its uniqueness are the Touchstones of the Trust (seen on the right). Just as 500 years ago touchstones were used to test the quality of the gold they marked, so too our touchstones find what is precious and set these things apart. They are used to express the values and ethos of the Trust and describe what the Trust wants to be known for and how it wishes to operate.

With good **leadership**, we aspire to develop children academically, emotionally, physically and spiritually. We notice talent and spot the ‘possible’ in people as well as the ‘actual’. Developing potential across our Trust becomes a realisation that there is a future worth pursuing for everyone.

Children deserve **enjoyment** in their **learning** and the pleasure that comes from absorption in a task and achieving their goals. Providing contexts for learning which are relevant, motivating and engaging, release in children their natural curiosity, fun and determination.

**Inspiration** breathes energy and intent into our schools: through influential experiences, children can believe that no mountain is too high and that nothing is impossible.

REAch2 serves a wide range of communities across the country and we celebrate the economic, social, cultural and religious diversity that this brings: embracing **inclusion** ensures that we are a Trust that serves all, believing that everyone can succeed.

We take our **responsibility** seriously. We act judiciously with control and care. We don’t make excuses, but mindfully answer for our actions and continually seek to make improvements.

REAch2 is a Trust that has a strong moral purpose, our **integrity** is paramount. Our mission is to change children's lives by providing the very best quality education we can. Through this, children can fulfil their potential, become happy, successful adults and contribute effectively and meaningfully to society. We welcome the fact that all our decisions and actions are open to scrutiny. You can learn more about REAch2 at our website: [www.reach2.org](http://www.reach2.org)

# The role

**Nursery Practitioner at Newhall Primary Academy**

At Newhall Primary Academy we inspire children to believe in themselves and each other. We create a safe, happy and inclusive environment that encourages independence, resilience and learning. Together we are curious and creative we love to learn new things and discover new skills and ask lots of questions.

We are committed to working in partnership with our community and teach our children to be respectful citizens, preparing them for the challenge and opportunities of our future world. We celebrate our diversity and nurture our differences. We are all unique.

Our children are kind, funny and enthusiastic- they love to learn but need help to achieve their full potential. If you are passionate about improving the life chances of children then come and join the team at Newhall Primary Academy.

**We can offer you:**

* Strong and supportive leadership
* Caring, enthusiastic and hardworking colleagues
* Career opportunities within Newhall Academy and as part of the largest, primary only trust in the country
* A commitment to providing high quality professional development
* Local Government Pension Scheme and competitive pay
* The opportunity to make a real difference to change the lives and futures of our children
* Colourful, attractive and well cared for classrooms
* A 37 hour working week at most
* Sick pay
* Discounted childcare
* Outer fridge allowance
* Good levels of resource provision
* Flexible working arrangements
* Access to counselling services

**We would love to hear from you if you are an individual who:**

* Have experience working with children between the ages of 6 months’ to 5 years’ old
* Hold relevant Level 2 or 3 childcare qualification
* Is committed to inspiring and supporting children to learn and achieve
* Is able to work as part of a team
* Experience of working within an early years setting
* Has excellent interpersonal skills and the ability to keep accurate, thorough records
* Knowledge and understanding of how children develop
* Is conscientious, hardworking and enthusiastic
* Is dedicated to ensuring the overall safeguarding and wellbeing of all children
* Can demonstrate a commitment to our school ethos and values
* Has a valid First Aid certificate or is prepared to undertake one.

# The application

You are invited to submit an application form to **Donna Murphy, School Business Manager via** donna.murphy@newhallacademy.org **or by post to:**

Donna Murphy, School Business Manager

Newhall Primary Academy

Round House Way,

Harlow

CM17 9SF

REAch2 Academy Trust have an Equal Opportunities Policy for selection and recruitment. Applicants are requested to complete the Trust’s online [Equality & Diversity Monitoring Form](https://forms.office.com/Pages/ResponsePage.aspx?id=EGorfMwEtEi30d9QFOXXNJ4DEcgd411KhzIQrNunT_hUMlJXTkhNVlE0SlhKV0FWTEk2Wkw1TTUwRS4u) separately.

In accordance with our Safeguarding Policy the successful candidate will be required to have an enhanced DBS check.

To arrange an informal discussion please contact **Donna Murphy, School Business Manager on 01279 215480.**

## The application process and timetable

|  |  |
| --- | --- |
| **Application deadline:**  | 22nd October 2021 at Noon |
| **School visits:**  | Warmly welcomed |
| **Interviews:**  | Applicants will be contacted to arrange an appropriate date and time |
| **Contract details:** | Permanent – full-time or part-time |
| **Salary:**  | Dependent on experience |
| **Start date:** | As soon as possible |

The candidates selected for interview will be informed after shortlisting and full details of the interview programme will be provided.

# Safeguarding, Safer Recruitment and Data Protection

At REAch2 we recognise that those who work in an academy are in a unique position in their care of children. The responsibility for all staff to safeguard pupils and promote their welfare, as stated in Section 175 of the Education Act (2002) is one that is central to our ethos, our policies and our actions. All children are deserving of the highest levels of care and safeguarding, regardless of their individual characteristics or circumstances, and we are committed to applying our policies to ensure effective levels of safeguarding and care are afforded to all our pupils.

We will seek to recruit the best applicant for the job based on the abilities, qualifications, experience as measured against the job description and person specification. The recruitment and selection of staff will be conducted in a professional, timely and responsive manner and in compliance with current employment legislation, and relevant safeguarding legislation and statutory guidance.

All information is stored securely and any information supplied by unsuccessful candidates will be destroyed through a confidential waste system six months after the decision has been communicated, in accordance with our information and records retention policy.

The Trust ensures all applicant data is stored and processed appropriately. For further details on how your information will be managed during the recruitment process please refer to our [Privacy Notice for Job Applications](https://reach2.org/wp-content/uploads/2020/01/Privacy-Notice-Job-Applications.pdf).

# Job Description

**Post:**  **Nursery Practitioner**

**Salary:** Dependent on experience

**Responsible to: Room Leader and Nursery Manager**

**Core Purpose**

1. To provide a high standard of physical, emotional, social and intellectual care for children place in the setting.

2. To give support to their staff within the setting.

3. To work as part of a team in order to provide an enabling environment in which all individual children can play, develop and learn.

4. To build and maintain strong partnership working with parents to enable children’s needs to be met.

**Responsibilities**

• To effectively deliver the EYFS ensuring that the individual needs and interest of children in the setting are met (in conjunction with other team members)

• To keep records of your key children’s development and learning journeys and share with parents, carers and other key adults in the child’s life.

• Support all staff and engage in a good staff team.

• To develop and maintain strong partnerships and communication with parents/carers to facilitate day-to-day caring and early learning needs.

• To ensure the provision of a high quality environment to meet the needs of individual children having an awareness of any disabilities, family cultures and medical histories.

• To advise manager/deputy of any concerns, e.g. over children, parents, the safety of the environment, preserving confidentiality as necessary.

• To be involved in out of working hours activities, e.g. training, monthly staff meetings, summer fayre,etc

• To be flexible within working practices of the setting, undertaking other responsible duties where needed, such as domestic tasks, preparation of snack meals, cleansing of equipment, etc.

• To work alongside the manager and staff team to ensure that the setting’s philosophy is fulfilled.

• To read, understand and adhere to all policies and procedures relevant to your role and the safe running of the setting.

• To develop your role within the team, especially with regard to being a key person

• To keep completely confidential any information regarding the children, their families or other staff that is acquired as part of the job.

• To be aware of the high profile of the setting and to uphold its standards at all times, both in work hours and outside.

• To support nursery assistants, students and volunteers.

• To ensure good standards of safety, hygiene and cleanliness are maintained at all times.

• To undertake and lead on additional responsibilities such as SENCO, training co-ordinator, safeguarding Officer etc.

# Person Specification

|  |  |  |
| --- | --- | --- |
|  | **Essential**  | **Desirable** |
| Right to work in the UK | **\*** |  |
| **Knowledge/Qualifications and experience** |
| Minimum of a relevant and recognised Level 3 qualification | \* |  |
| Evidence of ongoing personal development training | **\*** |  |
| Desire to continue with professional development |  | **\*** |
| Paediatric First Aid certificate |  | **\*** |
| Basic Food Hygiene knowledge |  | **\*** |
| Experience of working with children | **\*** |  |
| Experience of working in an Early Years setting |  | **\*** |
| Experience of implementation of EYFS curriculum |  | **\*** |
| Experience of working in partnership with parents |  | **\*** |
| Valid First Aid certificate or is prepared to undertake one | **\*** |  |
| **Skills , abilities and personal attributes** |
| Evidence of a commitment to safeguarding and promoting the welfare of children and young people | \* |  |
| Knowledge of legislation relevant to Early Years such as EYFS, SEN and safeguarding | \* |  |
| Knowledge of Child Development and children’s needs | \* |  |
| Ability to work with parents/carers/families to encourage partnership working | \* |  |
| Ability to communicate well with adults and children | \* |  |
| Ability to work as part of a team | \* |  |
| Ability to write legibly |  | \* |
| Good presentation skills |  | \* |
| Possess a level of general computer literacy with a range of IT skills |  | \* |
| Good organisational skills |  | \* |
| Ability to demonstrate creative abilities |  | \* |
| Commitment to promote and support the aims of REAch2  | \* |  |