

## Sheringham Nursery School and Children's Centre

### Join Our Team and Shape the Future of Early Years Education

We are an **outstanding maintained nursery school** with a national reputation for **excellence, expertise, and innovation** in early years education. As the only maintained nursery school in the country to be both a **Research School** and a **Stronger Practice Hub**, we are at the forefront of translating early years research into impactful practice.

Our mission is clear: to put the **best bets** from research into action, transforming children's learning, development, and life chances. Our work bridging the gap between evidence and practice has led to the design and delivery of **highly successful professional development programmes**, increasing demand for our expertise across the sector.

To meet this growing demand, we are expanding our team. This is an **exciting opportunity** to join a dynamic, forward-thinking school that is shaping the future of early years education. If you are passionate about making a real difference, we want to hear from you.

Apply now and be part of our journey.

# Stronger Practice Hub Lead

<b>Job Title:</b>	<b>Stronger Practice Hub Lead (hybrid working)</b>
<b>Hours:</b>	Full time (52 weeks), 36 hours per week
<b>Salary:</b>	P04
<b>Start Date:</b>	ASAP (Fixed Term until March 2026)

Sheringham Nursery School and Children's Centre leads [A Brighter Start: East London's Stronger Practice Hub](#).

The Stronger Practice Hub is funded by the Department for Education as part of their drive to improve quality within early years, ensuring all children have the best start in life.

The Stronger Practice Hubs programme launched in November 2022 and is supported by the [Education Endowment Foundation \(EEF\)](#) and the [National Children's Bureau \(NCB\)](#). The government recently announced that they are extending funding for Stronger Practice Hubs until March 2026.

The [18 Hubs across England](#) provide advice, share good practice and offer evidence-based professional development for early years practitioners.

Our hub supports settings to put the 'best bets' from research evidence into practice to make a difference to children's learning, development and life chances. We do this by:

- Proactively sharing information and advice on evidence-based approaches through newsletters, blogs, events, webinars and social media.
- Establishing and maintaining networks of cross-sector providers and organisations to support evidence-informed early years practice and knowledge sharing.
- Acting as a point of contact for bespoke advice and to support access to professional development opportunities and evidence-informed programmes.

## Main Responsibilities

- To lead and coordinate the stronger practice hub to ensure that the KPIs set out by the Department for Education are achieved.
- To work closely with the Deputy Head Teacher, East London Research School team and Nursery School team to ensure that the hub's work is aligned with the whole organisation's vision and aims.
- To work in collaboration with local authority teams in the hubs region to ensure strategic alignment on local needs.
- To work with other hubs such as English, Maths, Family and Teaching School Hubs to coordinate and compliment support.

## Strategic Leadership & Operational Leadership

### Research informed knowledge and practice

- Articulate and model the EEF's vision for the use of research and evidence to improve the early education of disadvantaged children and to drive quality improvement across the early years sector
- Build a strong collaborative network of early years settings, schools and childminders engaging with and developing evidence-informed practice
- Specialise in research and evidence in the field of early education, staying up to date with current developments

- Promote the SPH's evidence-based programmes and support settings to access these programmes and the funding that comes with them
- Lead on showcasing research into action at Sheringham Nursery School and in partner organisations
- Understand and act on the evidence about what constitutes quality in early childhood education and care
- Understand and act on the evidence about effective evidence-informed professional development

### **Planning & Reporting**

- Write and review the annual SPH Development Plan, with the support of the Deputy Headteacher
- Plan a professional development offer that supports the wider understanding and implementation of evidence-informed practice across the SPH's region
- Work closely with health and other agencies to promote better outcomes for children, drawing on the evidence base
- Report on progress towards KPIs to the DFE as required
- Report on progress towards KPIs to the governing body which oversees the work of the SPH and ELRS

### **Leading a team**

- Lead a high performing team at Sheringham, including the SPH Project Manager and SPH Administrator
- Support the professional development of the SPH project manager and administrator, ensuring that:
  - they can manage and triage calls, emails and other messages
  - they signpost practitioners and settings appropriately and promptly to the support they need

### **Training**

- Deliver the full range of training set out in the annual plan
- Represent the SPH at national events, as required
- Share the work of the SPH with the wider early years community: via conferences; effective use of social media; and contributions to DFE and Education Endowment Foundation (EEF) resources
- Working with the Deputy Headteacher, construct and deliver the SPH training offer of webinars, extended programmes, showcase events and on-going engagement packages that:
  - Support the aims of the SPH in raising quality in the early years, supporting practitioners' professional development, and improving the life chances of disadvantaged children
  - Meet the needs of the SPH's reach area
- To plan and provide wraparound support for training, by acting as a coach or mentor as required
- In collaboration with the SPH project manager and administrator, plan all training and related marketing, communications and tracking and engagement of participants.

### **Communication & Marketing**

- Share information on evidence-informed practice and implementation, using a range of approaches including newsletters, blogs, events, webinars and social media
- Act as a point of contact for queries from early years settings, schools and practitioners and refer them to other training or funded support as appropriate
- Communicate and collaborate with all relevant stakeholders in the early years

- Maintain relationships with a wide range of early years settings, schools and practitioners who can exemplify evidence-informed practice, and encourage them to share that practice through the SPH;
- Build sign-ups and engagement rates on MailChimp, social media and other platforms as necessary, monitoring and acting on engagement statistics

#### **Finance, resourcing and administration**

- Ensure that the grant funding is appropriately spent, following agreed rate cards set by DfE to maximise value for money
- Supported by the School Business Manager (SBM) and SPH team submit grant claims in line with the agreed dates, ensuring that all grant documents and supplementary evidence is accurately reported
- Supported by the SBM and SPH project manager and administrator, ensure the provision of training resources, venues (including online facilitation) and catering (where relevant)
- Supported by the SBM, ensure GDPR compliance

#### **Safeguarding and promoting the welfare of children**

- Be totally committed to ensuring the safety and well-being of children.
- Support a culture where children feel confident that their concerns will be listened to and acted upon.
- Be committed to ensuring children's wellbeing is at the centre of all key decision-making.

#### **General Duties**

- Be aware of and comply with Sheringham Nursery School policies and procedures.
- Participate in and/or contribute towards Sheringham Nursery School training and other learning activities as required and to participate in appraisal and Professional Development.
- Support the deputy headteacher with ensuring that the SPH supports the continuing development of Sheringham Nursery School
- Support the deputy headteacher to plan for the SPH's lasting legacy when funding ends
- Undertake other similar duties and activities that fall within the grade and role and any other duties as may be reasonably required by the school/governing body/Research School.

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the school in relation to the post holder's professional responsibilities and duties.

## Personal Specification

**Job Title:**

**Service Area:**

**Stronger Practice Hub lead**

**Directorate:**

**Post Number:**

**Evaluation Number:**

**Grade: P04**

**Date last updated:**  
April 2025

### IMPORTANT INFORMATION FOR APPLICANTS

The criteria listed in this Person Specification are all essential to the job. Where the Method of Assessment is stated to be the Application Form, your application needs to demonstrate clearly and concisely how you meet each of the criteria, even if other methods of assessment are also shown. If you do not address these criteria fully, or if we do not consider that you meet them, you will not be shortlisted. Please give specific examples wherever possible.

CRITERIA	METHOD OF ASSESSMENT
<b>EQUALITY AND DIVERSITY</b>	
We are committed to and champion equality and diversity in all aspects of employment with the London Borough of Newham. All employees are expected to understand and promote our Equality and Diversity Policy in the course of their work.	
<b>PROTECTING OUR STAFF AND SERVICES</b>	
Adherence to Health and Safety requirements and proper risk management is required from all employees in so far as is relevant to their role. All employees are expected to understand and promote good Health and Safety practices and manage risks appropriately.	
<b>KNOWLEDGE, SKILLS and ABILITIES :</b> <ul style="list-style-type: none"> <li>Understanding of the wider education landscape and the opportunities and challenges it brings</li> <li>Understanding of the Early Years Systems and the aims of the Stronger Practice Hub</li> <li>Understanding of what constitutes high quality teaching and professional development</li> <li>Excellent good oral and written communication skills</li> <li>Excellent ICT Skills</li> <li>Ability to generate enthusiasm for teaching and for learning in general</li> <li>Ability to plan, organise, review and adapt</li> </ul>	<p>Application Form/ Interview</p> <p>Application Form/ Interview</p> <p>Application Form/ Interview/Test</p> <p>Application Form/ Interview/Test</p> <p>Interview/Test</p> <p>Interview/Test</p>

<p><b>LEADERSHIP AND MANAGEMENT</b></p> <ul style="list-style-type: none"> <li>• Ability to work as part of a team</li> <li>• Ability to lead and motivate others</li> <li>• Ability to innovate, manage change and lead growth</li> <li>• Ability to motivate, support and inspire trust in others</li> <li>• Ability to confront and resolve problems</li> <li>• Ability to work well under pressure</li> <li>• Ability to formulate, monitor, evaluate and review plans and policies</li> </ul>	<ul style="list-style-type: none"> <li>• Application form</li> <li>• References</li> <li>• Interview</li> <li>• Task</li> </ul>
<p><b>EXPERIENCE RELEVANT TO THE EARLY YEARS STRONGER PRACTICE HUB</b></p> <ul style="list-style-type: none"> <li>• Successful leadership with understanding of how to manage large budgets and staff</li> <li>• Experience of the teaching/working in the Early Years Sector (Schools, PVI &amp; Childminders)</li> <li>• Experience of collaborating with/supporting the Early Years Sector</li> <li>• Commitment to further training and a willingness to participate in relevant CPD e.g. facilitation</li> <li>• Willingness to contribute to all Hub activities</li> <li>• Experience of dealing with a range of enquires from members of the public and other professionals.</li> </ul>	<ul style="list-style-type: none"> <li>• Application form</li> <li>• References</li> <li>• Interview</li> </ul>
<p><b>OTHER SPECIAL REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>• This post is subject to a DBS enhanced disclosure.</li> </ul>	<p>Satisfactory clearance at conditional offer stage</p>
<p><b>QUALIFICATIONS:</b></p> <ul style="list-style-type: none"> <li>• Relevant Early Years qualifications (minimum of level 3 childcare or equivalent together with degree-level qualification or willingness to work towards).</li> <li>• Recognised Leadership/Management Training or willingness to work towards.</li> </ul>	<p>Application Form/Interview</p> <p>Certification</p>
<p><b>SKILLS &amp; ABILITY:</b></p> <ul style="list-style-type: none"> <li>• Ability to work independently and as part of a team.</li> <li>• Ability to communicate clearly to a wide range of people.</li> <li>• Sound IT skills in communications, social media, word processing and Excel. Ability to maintain and interrogate information systems.</li> </ul>	<p>Application Form/ Interview</p> <p>Application Form/ Interview</p> <p>Application Form/ Interview/Test</p>

<ul style="list-style-type: none"> <li>• IT literate with ability to produce reports showing reach, engagement and analysis of impact.</li> <li>• Ability to prioritise workloads and meet deadlines.</li> <li>• Ability to develop and maintain good working relationships with colleagues and other professionals.</li> <li>• Ability to input data quickly and accurately.</li> <li>• Ability to provide basic system reports.</li> </ul>	<p>Application Form/ Interview</p> <p>Application Form/ Interview</p> <p>Application Form/ Interview/Test</p> <p>Application Form/Interview/Test</p> <p>Application Form/Interview/Test</p>
<p><b>PERSONAL STYLE AND BEHAVIOUR:</b></p> <ul style="list-style-type: none"> <li>• Willingness to work flexibly and collaboratively as required to meet changing service needs.</li> <li>• Self-starter with good motivation to complete tasks.</li> </ul>	<p>Application Form/ Interview</p> <p>Application Form/ Interview</p>