

A photograph of a nursery practitioner, a woman with blonde hair tied back, smiling warmly at a young child. She is wearing a grey zip-up jacket over a green t-shirt and a blue lanyard with 'STAFF' written on it. The child is wearing a colorful, patterned scarf. The background is a bright, decorated classroom with autumn-themed decorations.

Stephen Perse

Foundation

Nursery Practitioner JD & PS

stephenperse.com/currentvacancies

History of Stephen Perse

The Perse Girls School, founded in 1881, evolved into the Stephen Perse Foundation in 2007, and first admitted boys to its Senior School in 2017. Stephen Perse has grown over recent years, adding a co-educational sixth form to its highly successful Senior School in 2008, and four nurseries and early years settings (three in Cambridge and one at Dame Bradbury's in Saffron Walden) between 2010 and 2021. Stephen Perse has been fully co-educational in all settings since 2017 and now comprises four nurseries, two junior schools, a senior school and sixth form.

Predominantly a day school, there are currently 60 (mainly sixth form) boarders. As well as its reputation for academic excellence, Stephen Perse is renowned for an innovative approach to education, and a focus on preparing students for the future.





Our Mission Statement

At Stephen Perse, our mission is to educate and inspire the contributors to tomorrow's world: intelligent young people with the creativity, compassion, confidence and conviction to question, evaluate and improve society.

Our Vision Statement

To deliver this mission, our vision is to create and sustain an outstanding educational environment that:

- Fosters modern scholarship through exceptional teaching and a dynamic, flexible and rigorous academic curriculum.
- Provides outstanding breadth of opportunity and quality of experience through a rich and varied co-curriculum.
- Nurtures and celebrates individuality, wellbeing, personal development, and contribution to the growth of others, through superb pastoral care, social and emotional education, and learning support.
- Champions and models equality, diversity and inclusivity, and social and environmental responsibility with a global outlook.

Our Values Statement

With excellence and creativity in teaching and learning at the core of each of our schools and nurseries, we value the positive difference our students can make in the world through:

- Scholarship and the advancement of knowledge and understanding.
- Kindness, courtesy, inclusivity and collaboration.
- Diligence, independence and self-reliance.
- Humility, reflectiveness and the pursuit of self-improvement.
- Character, individuality, wellbeing and confidence.
- Conserving the environment and living sustainably.

Welcome from the Principal

Richard Girvan

Stephen Perse is a leader in modern independent education, superbly well placed, both to meet the challenges, and to seize the opportunities, presented by its future.



Any school, indeed, any group of schools, is only as strong as its people. Stephen Perse boasts exceptional people across all of its schools and nurseries, and invests in their recruitment, development and empowerment to ensure our pupils benefit from excellent role models, outstanding support and exceptional teaching. As Principal, I consider this investment in our people to be of utmost importance.

At Stephen Perse, all are united in embracing the modern world and in seeking to help our pupils to find and take their place in it, as confident, socially responsible adults. We seek to attract people who are inspired by this challenge, people who share our values, people who are passionate about our collective vision of developing the change-makers of the future.

Richard Girvan

Principal

Nursery Practitioner JD & PS

Responsible to: Head of Early Years

Location: Stephen Perse Cambridge Salisbury Villas

Role Description

At Stephen Perse, everyone is a learner. While our pupils enjoy the benefits of a creative and innovative learning experience, our staff members strive to create an inspiring and engaging learning environment to work in harmony with our pedagogical approach.

As part of the Professional Support Services team at Stephen Perse, you are an integral part of providing the best experience possible for our students. We will want you to have an agile and ambitious mind-set that is open to adopting new techniques. Training and support is offered on a regular basis as part of formal and informal CPD and is focused on student learning.

The practitioner is a Qualified Level 3 Practitioner required to support the Room Leader for children in our nursery setting. As a practitioner, you have an important role caring for children and helping to maintain high quality, stimulating indoor and outdoor environments. You will be required to respond to new ideas and

support new strategies to continually improve practice and promote effective learning, appropriate achievement and the educational, social and personal progress of all pupils, consistent with the aims of the school and unique needs of each individual.

Main Responsibilities

- Under the direction of the Nursery Manager/Deputy, be responsible for a key group of children.
- Contribute to the creation of a safe, welcoming and inclusive indoor and outdoor enabling environment for all children to develop and learn through play.
- Understand the stages of young children's learning and development and the benefits of maximising time spent learning outdoors.
- Contribute to planning and evaluation of high-quality provision and stimulating activities which meet individual needs.
- Be reflective of practice and routines,



working with the Nursery Manager/Deputy tailoring them to meet developmental stages of each child throughout the day.

- To observe and assess individual children's learning and development, ensuring records are kept up-to-date, are of a high standard and are shared effectively.
- Provide clear and accurate reports of the stages of development and targets

for next steps for key pupils, by regularly sharing observations via pupils online learning journey and through the agreed schedule of reporting and parents' evenings.

- Establish positive and effective relationships with parents/carers, exchange information, facilitate their support for their child's attendance, access and learning and support home/school and community links.
- Participate fully in professional development activities to develop practice further, sharing the learning from these as appropriate.
- Build and maintain good working relationships with all colleagues.
- Act as an excellent ambassador for Stephen Perse at all times and undertake any other aspects of work within the Nursery according to need.
- Adhere at all times to the responsibilities and duties required by Stephen Perse's policies and procedures.
- Help children develop their characters to give them the tools they need for lifelong learning - confidence, resilience, self-motivation, enthusiasm, independence and curiosity about the world.

Safeguarding and promoting the welfare of the child

- Be responsible for promoting and safeguarding the welfare of children and young people that you are responsible for and come into contact with.
- Be aware of and comply with policies and procedures relating to child protection, health, safety and security.
- Be able to recognise when a child or young person is in danger or at risk of harm, and take action to protect them.
- Have an awareness and basic knowledge where appropriate of the most recent legislation.

Equalities

- Ensure services are delivered in accordance with the aims of the Equality Policy Statement.

General responsibilities

- Act as an excellent ambassador for Stephen Perse at all times.
- Undertake other duties as agreed with the leadership team.
- Build and maintain good working relationships with all Stephen Perse colleagues.
- Assist as necessary in other Stephen Perse areas at peak times.

- Work at all times towards the aims and goals of Stephen Perse and any individual objectives and targets you may have agreed.
- Proactively identify areas for improvements within Stephen Perse.
- Actively promote the Stephen Perse Equal Opportunities Policy, encouraging staff awareness and participation in all areas.
- Act in accordance with the Data Protection principles at all times.
- Adhere at all times to Stephen Perse operational and employment policies and procedures.
- Take care of your own health and safety and that of people who may be affected by what you do (or do not do).
- Cooperate with others on health and safety, and not interfere with, or misuse, anything provided for your health, safety or welfare.
- Follow the training you have received when using any work items Stephen Perse has provided.
- Adhere to the Stephen Perse Privacy Notice and ensure private and confidential data is kept secure and disposed of in the appropriate manner.

This job description is not necessarily

comprehensive and the position holder will be required to carry out such other duties as may reasonably be required within the general scope and level of the post.

Safeguarding and welfare of children

The post holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/he comes into contact, will be to adhere to and ensure compliance with the Stephen Perse Safeguarding and Child Protection Policy statement at all times. If, in the course of carrying out the duties of the post, the role-holder becomes aware of any actual or potential risks to the safety or welfare of children in the School, s/he must report any concerns

to the School's Designated Person or the Stephen Perse Designated Safeguarding Lead. All employees of Stephen Perse adhere to the Safer Working Practices guidance and all teaching staff are required to adhere to the Teaching Standards which can be **found on the government website.**

Person Specification

	Essential	Desirable	Assessment Method
Qualifications	<p>Full and relevant Level 3 qualification (or working towards)</p> <p>Evidence of recent EYFS relevant training</p>	Paediatric First Aid	<p>Application Form</p> <p>Production of the Applicant's certificates at interview</p>
Knowledge & Experience	<p>Experience working as key worker with children in EYFS</p> <p>Experience of working within and implementing the EYFS statutory framework</p> <p>Able to provide a fun and learning-rich play-based experience for young children - both indoors and outdoors</p> <p>Able to demonstrate enthusiasm, energy and creativity in their planning and teaching</p> <p>Able to demonstrate flexibility in their classroom practice</p> <p>Able to effectively work with key workers, line manager and work effectively in a team</p>	<p>Experience of the outdoor education environment and enthusiasm to take learning outside</p> <p>Experience of using iPads and Google Suite (Drive, Mail, Calendar, Classroom)</p> <p>Knowledge of working with iSams database</p> <p>Experience of incorporating children's interests in the learning environment and experience</p> <p>Innovative use of resources as part of continuous provision</p> <p>Experience of assessing and tracking progress using Ages and Stages of child development</p> <p>Knowledge of Tapestry and committed to pupils attaining the highest possible levels of achievement</p> <p>Experience of teaching children with English as an Additional Language</p>	Application Form
Skills & Aptitudes	<p>A good communicator with adults and children</p> <p>Able to work harmoniously and effectively with all members of the Stephen Perse community</p> <p>Due to our statutory obligations in respect of safeguarding, the ability to read, understand and communicate in English to a sufficient standard to understand these obligations is required</p>	Ability to support other staff in leading Continued Professional Development sessions using expertise	Interview
Personal Attributes	<p>Professionalism and integrity</p> <p>Commitment to the ethos of the school</p>	A love of the outdoors!	Interview

Terms and conditions

All appointments for Stephen Perse are subject to satisfactory reference and disclosure and barring service (DBS) checks, suitability to work with children checks, online checks, proof of identity and eligibility to work in the UK, completion of a medical questionnaire and proof of qualifications.

Hours of work

40 hours per week, Monday, Wednesday, Thursday and Friday, 7:30-18:00, 52 weeks per year.

Salary

£28,574 - £30,207 per annum.



Benefits

- Up to 24 days holiday plus bank holidays and up to 3 days for the Christmas closure (pro rata for part time)
- New starter bonus*
- Refer a friend bonus*
- Salary sacrifice tech and cycle to work schemes
- Rail season ticket loan / discount on Greater Anglia train travel
- Free lunch and refreshments provided
- Contributory pension scheme - matching up to 7%*
- Life assurance scheme*
- Annual flu immunisation
- Parking available at Dame Bradbury's school
- Many of the sites offer covered bike parking
- Free access to the Cambridge University Botanic Garden
- Private health and dental plan subscriptions (pro rata for part time and term time)
- A staff discount on school fees of 25% (pro rata for part time and term time) should staff have a child at any school (from Kindergarten Year upwards) within Stephen Perse

*Eligibility criteria applies.

Privacy Notice

Please see our privacy policy which is available on the recruitment portal.

<http://www.stephenperse.com/recruitment>



Please apply directly by downloading an application form from our recruitment page at www.stephenperse.com/recruitment, or email recruitment@stephenperse.com to request an application form. Please send completed application forms to recruitment@stephenperse.com. We are unable to accept CVs.

The Recruitment Process

- Closing date for applications:
Friday 9 August 2024.
- Interviews will take place:
Monday 12 August 2024.

References may be taken up before interview.

Invitation to interview and recruitment arrangements

Stephen Perse is committed to safeguarding and promoting the welfare of its pupils. Stephen Perse has a statutory duty to apply for DBS clearance and shall ask the successful candidate to complete an online form which must be cleared before the applicant can commence work. Such checks may take up to eight weeks to complete.

Stephen Perse has a legal responsibility to ensure that all its employees have the legal right to live and work in the UK. Therefore, you will need to provide original documents verifying that you are eligible to work in the UK to the interview. Details of these will be provided in the invitation to interview.

All candidates invited to interview must bring the original documents confirming any educational and professional qualifications that are necessary or relevant for the post.





Stephen Perse

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stephenperse.com



Charity No: 1120608