



# HOWE GREEN HOUSE

## BISHOP'S STORTFORD

### NURSERY PRACTITIONER – ROOM LEADER



**Full Time – 48 Weeks per Year**

**Start date – July 2026**

**Salary: Up to £30k (based on experience and qualifications)**

*Howe Green House is committed to the protection and safety of its pupils and follows safer recruitment practice. If called for interview, applicants will be required to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service. You will need to bring your driving licence, passport or other photographic ID and **original** examination documents or certificates for verification. The interview will also assess your suitability to work with children and will include questions relating to safeguarding and promoting the welfare of children.*

*Howe Green House School is fully committed to the principles of equality, diversity and inclusivity in its recruitment of teaching and support staff.*

## Howe Green House School



Howe Green House School and Little Oaks Nursery is a unique environment where children are encouraged, supported and challenged to find their love of learning and stimulate their curiosity of the world.

Our small class sizes and outstanding wellbeing and pastoral care ensures children are not only known individually, but are truly understood and celebrated. The Howe Green House family is a remarkable and dedicated one, and the positivity, kindness and support between each member truly extends outside the school gates.

The children at Howe Green House are immersed in an incredible range of opportunities and are encouraged to try everything on a journey of self-discovery to find their passions – developing resilience and confidence along the way.

Our educational experience starts in Little Oaks Nursery, where the children explore their world and build their knowledge and understanding. These learning connections are then strengthened through the pre-prep and prep school where the wide curriculum allows them to develop their learning skills to be collaborators, problem solvers and decision makers. The children are able to move on to their senior schools of choice with great success and confidence.



## **JOB DESCRIPTION**

### **NURSERY PRACTITIONER – ROOM LEADER - FULL TIME**

Little Oaks Nursery at Howe Green House School is offering an exciting opportunity for an ambitious, motivated and professional Level 2 or 3 qualified practitioner to join our friendly and experienced team. The Nursery provides care for children from 2 to 4 years old, term time only and an additional 12 weeks of the year of holiday provision for 2 to 5 years old.

The role will incorporate leading the holiday provision. This element of the role would include planning activities, ensuring staffing, maintaining a safe and engaging environment and liaising with parents about the holiday program.

The post requires initiative, patience, flexibility and a desire to become part of a happy and purposeful team.

All applications should be made on our official application form, returned to [emily.b@howegreenhouse.org](mailto:emily.b@howegreenhouse.org)

Deadline to apply: Early application is advised as interviews will be on a rolling basis.

Referees for short listed applicants will be contacted prior to interviews.

#### **Responsibilities of the post:**

The key responsibilities of the role include but are not limited to:

- Lead the day-to-day running of a designated nursery room, ensuring a safe, nurturing and stimulating environment for all children.
- Plan, implement and evaluate engaging activities that support children's development and individual learning needs.
- Take responsibility for curriculum planning within the room, ensuring it aligns with the wider nursery framework.
- Supervise, support and guide room-based staff, promoting teamwork and high standards of practice.
- Ensure all nursery policies, procedures and safeguarding requirements are consistently followed within the room.
- Monitor children's progress and maintain accurate records, contributing to assessments and parent communications.
- Work collaboratively with colleagues, parents and carers to support each child's development and wellbeing.

#### **Benefits Package**

- Competitive salary (dependent on experience)
- Staff discount on childcare during term time and holidays
- Access to a Health Assured Employee Assistance Programme (EAP)
- Ongoing training and professional development opportunities
- A welcoming and supportive staff community

- Regular staff social events, team-building activities, and wellbeing-focused initiatives.
- Free on-site parking



## REQUIREMENTS

	<b>Requirements</b>	<b>Essential / Desirable</b>
<b>Education / Qualifications and Training</b>	Holds an Early Years qualification at level 2 or 3	Essential
<b>Skills and Experience</b>	Proven experience working with children in the Early Years Foundation Stage (EYFS), alongside a strong understanding of the EYFS framework.	Essential
	Previous experience in a room leader role	Desirable
	A child-centred approach	Essential
	Experience using Tapestry (or other online learning journal)	Desirable
	An awareness of and compliance with policies and procedures relating to child protection, health and safety, security, confidentiality and data protection	Essential
	Experience of working in partnership with the SENCO and external agencies to support children with additional needs, ensuring inclusive practice and meeting the needs of all pupils.	Desirable
	A proactive and flexible approach to supporting the needs of the nursery	Essential
	A good standard of ICT skills and literacy, with the ability to maintain accurate records, complete reports, and communicate effectively in written and digital formats.	Essential
	A sound understanding of inspection frameworks, including Ofsted and/or Independent Schools Inspectorate requirements.	Desirable
<b>Person Specification</b>	Strong communication skills, with the ability to interact professionally and courteously with children, parents, and colleagues.	Essential
	The ability to work as part of a team	Essential
	A positive attitude and a genuine willingness to learn and develop professionally	Essential

