

**Updated: Tuesday,  
August 08, 2017**

## **Welcome to Childcare Employment Voluntary and Apprenticeship Vacancies in Buckinghamshire**

### **Applying For Vacancies**

The vacancies within this bulletin are correct at the time this document is updated. If you are interested in applying for any of the vacancies listed, please use the contact details given within the advert, they are setting details.

### **Advice and Guidance**

If you wish to discuss any aspect of working, training or volunteering in childcare please telephone the Team on 01296 387111.

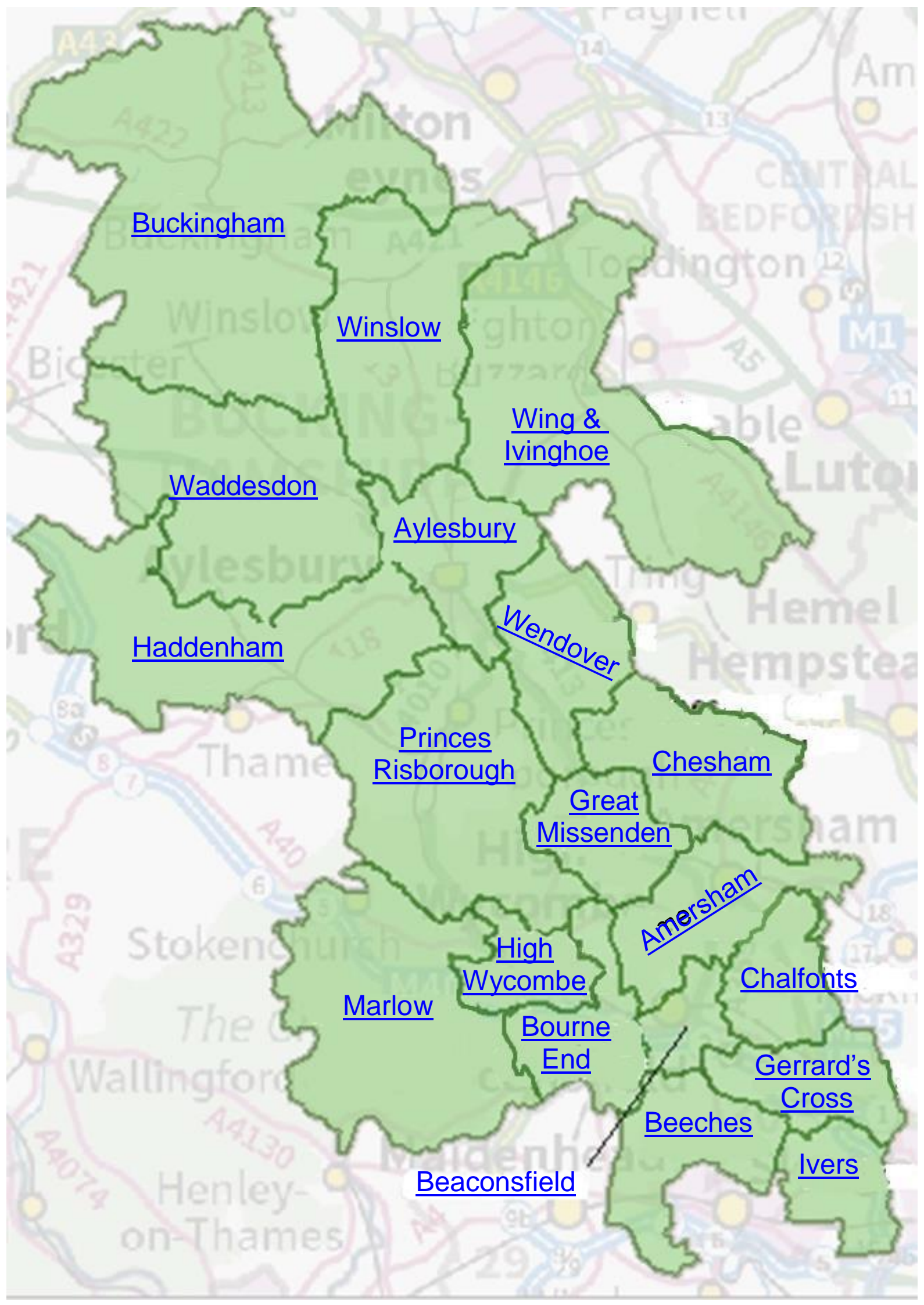
### **Want to Advertise?**

If you have an opportunity in childcare you wish to appear in this bulletin, please email [eydcp@buckscc.gov.uk](mailto:eydcp@buckscc.gov.uk)

**To be directed back to the Early Years & Childcare careers information webpage  
[please click here](#)**

**Commitment to safeguarding and promoting the welfare of children is expected of all staff and volunteers in the sector. An enhanced DBS and qualifications checks will be carried out upon appointment of the successful candidate.**





Buckingham

Winslow

Wing & Ivinghoe

Waddesdon

Aylesbury

Haddenham

Wendover

Princes Risborough

Chesham

Great Missenden

Marlow

High Wycombe

Amersham

Bourne End

Chalfonts

Gerrard's Cross

Beeches

Ivers

Beaconsfield

<b>Date Loaded</b>	<b>Job Role</b>	<b>Setting</b>	<b>Area</b>	<b>Closing Date</b>
24/07/2017	Support Worker – 1 year contract	Seer Green Pre-School	<a href="#">Beaconsfield</a>	18/08/2017
24/07/2017	Assistant 1	St Mary's Pre-School	<a href="#">Chesham</a>	18/08/2017
24/07/2017	Assistant 2	St Mary's Pre-School	<a href="#">Chesham</a>	18/08/2017
28/07/2017	Qualified Pre-School Assistant (Maternity Cover – may lead to full time position)	St Mary's Pre-School	<a href="#">Marlow</a>	23/08/2017
28/07/2017	Deputy Supervisor	St Mary's Pre-School	<a href="#">Marlow</a>	23/08/2017
26/07/2017	Nursery F1 Teacher	Buckingham Primary School Nursery	<a href="#">Buckingham</a>	25/08/2017
10/07/2017	Room Leader	Tot Town Day Nursery	<a href="#">HighWycombe</a>	30/08/2017
10/07/2017	Nursery Practitioner	Tot Town Day Nursery	<a href="#">HighWycombe</a>	30/08/2017
19/07/2017	Pre-School Key Worker	Newton Longville Pre-School	<a href="#">Wing &amp; Ivinghoe</a>	31/08/2017
03/08/2017	Breakfast Club Manager	Ridge Kids	<a href="#">Princes Risborough</a>	31/08/2017
07/08/2017	Early Years Practitioner	Sunshine Montessori Nursery, Downley	<a href="#">HighWycombe</a>	31/08/2017
07/08/2017	APPRENTICE - L2 or L3 Early Years Practitioner	Sunshine Montessori Nursery, Nr Wheeler End	<a href="#">HighWycombe</a>	31/08/2017
22/06/2017	Breakfast, After School & Holiday Club Manager for brand new school in Berryfields, Aylesbury	Busy Living @ Green Ridge	<a href="#">Aylesbury</a>	03/09/2017
14/07/2017	Deputy Supervisor	St Mary's Pre-School Princes Risborough	<a href="#">Princes Risborough</a>	15/09/2017
14/07/2017	Pre-School Assistant – One Years Maternity Cover – Academic Year – 2017/2018	St Mary's Pre-School Princes Risborough	<a href="#">Princes Risborough</a>	15/09/2017
07/08/2017	Nursery Practitioner	Millwood House Day Nursery	<a href="#">Gerrard's Cross</a>	29/09/2017
08/08/2017	Qualified Nursery Practitioner	Childbase Partnership Ltd – Victoria House Day Nursery	<a href="#">Marlow</a>	29/09/2017
08/08/2017	Nursery Team Leader	Childbase Partnership Ltd – Victoria House Day Nursery	<a href="#">Marlow</a>	29/09/2017
02/08/2017	Nursery Nurse Assistant	Sandcastle Nursery	<a href="#">HighWycombe</a>	01/10/2017

We currently do not have any vacancies in this area, but please do check back as this document is updated regularly.

<b>Title:</b>	<b>Breakfast, After School &amp; Holiday Club Manager for brand new school in Berryfields, Aylesbury</b>
<b>Organisation:</b>	Busy Living @ Green Ridge
<b>Location:</b>	Berryfields Aylesbury
<b>Hours:</b>	Breakfast Club 07:20-09:00, After School Club 15:00-18:00 and holiday club work (optional) or fixed days/hours 8-6pm during all school holiday periods
<b>Qualifications/ Experience:</b>	Minimum Level 2. You must have a proven background in childcare and management experience.
<b>Responsibilities/ Extra Information:</b>	Managing all aspects of running these extended services clubs and implementing OFSTED and EYFS safeguarding and welfare requirements. Must be capable of deploying and organising staff, preparing termly and holiday club planning incorporating a broad range of games and activities, communicating with parents and school staff, dealing with all necessary paperwork and be enthusiastic, energetic and fun!
<b>Salary:</b>	£10.50 per hour
<b>Contact:</b>	Tel: 01494 722318 or Email: <a href="mailto:info@busy-living.co.uk">info@busy-living.co.uk</a>
<b>Closing Date:</b>	Sunday 3 September 2017

**Title: Support Worker – 1 year contract**

<b>Organisation:</b>	Seer Green Pre-School
<b>Location:</b>	Jubilee Hall, School Lane, Seer Green, Buckinghamshire, HP9 2QJ
<b>Hours:</b>	Monday afternoon (12.00-15.10) and Wednesday afternoon (12.00-15.10)
<b>Qualifications/ Experience:</b>	Have good knowledge of EYFS, supporting other staff members to ensure the safety and well-being of the children; experience of working with children one-to-one and in small groups in a pre-school setting.
<b>Responsibilities/ Extra Information:</b>	<ul style="list-style-type: none"><li>• Main responsibility is 1:1 support for a child with additional needs to access the learning environment safely and working towards achieving personal targets.</li><li>• To work as part of the Pre-School team under the direction of the Pre-School Leader to provide, safe, high quality education and care for Pre-School children with Special Educational Needs and Disability (SEND).</li><li>• To form good relationships with key children and their parents and give feedback to child's key person to inform records on the children's progress and Educational Health Care Plan (EHCP).</li></ul>
<b>Salary:</b>	£7.76 p/h
<b>Contact:</b>	Tel: 07917 607168 or Email: Chair.seer.green.preschool@gmail.com
<b>Closing Date:</b>	Friday 18 August 2017

We currently do not have any vacancies in this area, but please do check back as this document is updated regularly.

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**Title: Nursery (F1) Teacher****Organisation:** Buckingham Primary School Nursery**Location:** Foscott Way, Buckingham, MK18 1TT**Hours:** 37 hours per week**Qualifications/  
Experience:** QTS and experience**Responsibilities/  
Extra Information:** The post holder will be expected to teach across and model outstanding practices to others within the team.**Salary:** MPS/UPS depending on skills and experience.**Contact:** Email: [sbrewer@bps.bucks.sch.uk](mailto:sbrewer@bps.bucks.sch.uk)**Closing Date:** Friday 25 August 2017 – Please submit application as soon as possible.  
More details available on [www.buckinghamprimary.com](http://www.buckinghamprimary.com)

We currently do not have any vacancies in this area, but please do check back as this document is updated regularly.

<b>Title:</b>	<b>Assistant 1</b>
<b>Organisation:</b>	St Mary's Pre-School
<b>Location:</b>	Chess Suite, Chesham United FC, Amy Lane, Chesham HP5 1NE
<b>Hours:</b>	8:45 am – 1:30 pm (minimum), minimum 2 mornings per week
<b>Qualifications/ Experience:</b>	Existing Level 3 NVQ in childcare and relevant childcare experience. Enhanced DBS and reference check will be required.
<b>Responsibilities/ Extra Information:</b>	Specific duties include providing care and support for one individual child with SEND within the preschool setting, observing and evaluating the child's development, working with the child's key worker and the specialist team around the child, implementing and contributing to the child's targeted plan, attending team meetings when relevant and possible, completing relevant paperwork independently and with the team outside of preschool paid hours, and other duties as and when required.  The right candidate will have effective time management and organizational skills, ability to use judgement and initiative, good knowledge and understanding of the planning process, and the ability to provide high quality childcare in line with the requirements of the EYFS and Ofsted. You will be expected to adhere to the agreed preschool policies and procedures and the requirements of the EYFS, and to maintain confidentiality at all times.
<b>Salary:</b>	£7.35 - £8.25 per hour, dependent on experience, for time spent at preschool and occasional attendance at weekly staff meetings
<b>Contact:</b>	Tel: 07812 904952 or Email: <a href="mailto:preschool.stmarys@gmail.com">preschool.stmarys@gmail.com</a>
<b>Closing Date:</b>	Friday 18 August 2017

<b>Title:</b>	<b>Assistant 2</b>
<b>Organisation:</b>	St Mary's Preschool
<b>Location:</b>	Chess Suite, Chesham United FC, Amy Lane, Chesham HP5 1NE
<b>Hours:</b>	8:45 am – 1:30 pm (minimum), minimum 2 mornings per week
<b>Qualifications/ Experience:</b>	Existing Level 3 NVQ in childcare or working towards, or prepared to undertake in an agreed time period. Previous work with children desirable, however not essential. Enhanced DBS and reference check will be required.
<b>Responsibilities/ Extra Information:</b>	The right candidate will be good with children, punctual, flexible, able to work as part of a team using judgement and initiative, and have a good sense of humour. You will be expected to adhere to the agreed preschool policies and procedures and the requirements of the EYFS and Ofsted, and to maintain confidentiality at all times. Specific duties include setting the room up ready for the session, looking after and caring for children, observing the children and subsequently using the information to plan from the observations, having key children/running a key group (depending on experience), developing positive relationships with parents and working with them, packing away at the end of the session, and other duties as and when required.
<b>Salary:</b>	£7.35 - £8.25 per hour, dependent on experience, for normal paid working hours at St Mary's and for weekly staff meetings (1 hour)
<b>Contact:</b>	Tel: 07812 904952 or Email: <a href="mailto:preschool.stmarys@gmail.com">preschool.stmarys@gmail.com</a>
<b>Closing Date:</b>	Friday 18 August 2017

<b>Title:</b>	<b>Nursery Practitioner</b>
<b>Organisation:</b>	Millwood House Day Nursery
<b>Location:</b>	Millwood House, Collinswood Road, Farnham Common, Bucks, SL2 3LH
<b>Hours:</b>	9 Hours Per Day
<b>Qualifications/ Experience:</b>	Trainees and Experience Staff. (Level 2's or 3's) Training Provided on the Job.
<b>Responsibilities/ Extra Information:</b>	Providing Care and Education for the Early Years.
<b>Salary:</b>	Minimum Wage
<b>Contact:</b>	Tel: 01753 645500 or Email: <a href="mailto:Finance@millwoodhousenursery.co.uk">Finance@millwoodhousenursery.co.uk</a>
<b>Closing Date:</b>	Friday 29 September 2017

We currently do not have any vacancies in this area, but please do check back as this document is updated regularly.

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<b>Title:</b>	<b>Early Years Practitioner</b>
<b>Organisation:</b>	Sunshine Montessori Nursery, Downley
<b>Location:</b>	The War Memorial Hall, High Street, Downley, HP13 5XJ
<b>Hours:</b>	Initially 3 days per week 8.30am-4pm, building up to 5 days per week in 2018
<b>Qualifications/ Experience:</b>	Minimum Level 2 early years' qualification and minimum 1 years' experience. We pride ourselves on standards. Excellent references indicating a high commitment to your work will be a requirement.
<b>Responsibilities/ Extra Information:</b>	Full key person responsibilities for children aged 2-4 years.
<b>Salary:</b>	Dependent on qualifications
<b>Contact:</b>	Tel: 01494 442057 or Email: <a href="mailto:roden-sunshine@tiscali.co.uk">roden-sunshine@tiscali.co.uk</a>
<b>Closing Date:</b>	Friday 31st August 2017

<b>Title:</b>	<b>Apprenticeship - 2 or L3 Early Years Practitioner</b>
<b>Organisation:</b>	Sunshine Montessori Nursery
<b>Location:</b>	Wheeler End (near high Wycombe) HP14 3NH
<b>Hours:</b>	8.00am – 6pm 3 days per week.
<b>Qualifications/ Experience:</b>	Excellent references indicating high commitment and conscientiousness will be a requirement.
<b>Responsibilities/ Extra Information:</b>	We are seeking a highly motivated apprentice for this full daycare Early Years Practitioner position at our Ofsted OUTSTANDING Montessori nursery for children aged 0-5 years.
<b>Salary:</b>	To be discussed at interview
<b>Training to be provided</b>	An Apprenticeship at NVQ Level 2 or An Advanced Apprenticeship at NVQ Level 3
<b>Expected Duration (ie the length of apprenticeship)</b>	Between 1 year to 18 months
<b>Contact:</b>	Tel: 01494 442057 or Email: <a href="mailto:roden-sunshine@tiscali.co.uk">roden-sunshine@tiscali.co.uk</a>
<b>Closing Date:</b>	Friday 31st August 2017

<b>Title:</b>	<b>Room Leader</b>
<b>Organisation:</b>	Tot Town Day Nursery
<b>Location:</b>	1 Fryers Lane, High Wycombe, Bucks HP12 3AN
<b>Hours:</b>	40 hours
<b>Qualifications/ Experience:</b>	Must be level 3 and has been in a Nursery for 3 years. Full knowledge of EYFS and experience of Learning Journals.
<b>Responsibilities/ Extra Information:</b>	Day to Day running of room. Ability to communicate with parents and outside Authorities.
<b>Salary:</b>	From £19,000 pa
<b>Contact:</b>	Tel: 01494 440066 or Email <a href="mailto:info@tottownnursery.co.uk">info@tottownnursery.co.uk</a>
<b>Closing Date:</b>	Wednesday 30 August 2017

<b>Title:</b>	<b>Nursery Practitioner</b>
<b>Organisation:</b>	Tot Town Day Nursery
<b>Location:</b>	1 Fryers Lane, High Wycombe, Bucks HP12 3AN
<b>Hours:</b>	40 hours
<b>Qualifications/ Experience:</b>	<ul style="list-style-type: none"> <li>• Level 3 qualifications</li> <li>• 3 years Nursery experience.</li> <li>• Full knowledge of EYFS.</li> <li>• Knowledge and experience of Learning Journals</li> </ul>

**Responsibilities/** Keycarer responsibilities  
**Extra Information:** Ability to communicate with parents

**Salary:** From £18,000 pa

**Contact:** Tel: 01494 440066 or Email [info@tottownnursery.co.uk](mailto:info@tottownnursery.co.uk)

**Closing Date:** Wednesday 30 August 2017

**Title:** **Nursery Nurse Assistant**

**Organisation:** Sandcastle Nursery

**Location:** Lane End Road, High Wycombe, Bucks. HP124JF

**Hours:** 7.45am-6pm 4 days a week

**Qualifications/** Qualified NVQ L2/L3

**Experience:**

**Responsibilities/** To work as a part of a team delivering high quality care education in relation to  
**Extra Information:** the Early

Foundation Stage

**Salary:** Negotiable

**Contact:** Tel: 01494 474848 or Email [admin@sandcastlenursery.co.uk](mailto:admin@sandcastlenursery.co.uk)

**Closing Date:** Friday 1 October 2017



We currently do not have any vacancies in this area, but please do check back as this document is updated regularly.

**Title: Nursery Team Leader**

**Organisation:** Childbase Partnership Ltd – Victoria House Day Nursery  
**Location:** Marlow  
**Hours:** Full time  
**Qualifications/ Experience:** Level 3 or above in Early Years, with Senior/Room Leader experience  
**Responsibilities/ Extra Information:** Work should be fun and we are looking for individuals who share that philosophy whilst providing children under 5 with a ‘Sound Foundation’ for life.

Your role as a Team Leader will include:

- Working within the Management Team to deliver high quality childcare throughout the nursery
- Promoting partnerships with families and external agencies
- Ensuring that each child’s wellbeing is met and that they thrive in a safe environment
- Safeguarding all children in our care

People really do matter at Childbase and we offer personalised training programmes to all of our colleagues to support their ongoing professional development.

In addition to this we offer a wide range of employee benefits:

- Increasing annual leave with your length of service
- Cash rewards for going ‘Beyond Expectation’
- Annual tax-free cash bonus from November 2017
- 50% childcare discount from day one

Salary from £9.69 - £11.52 per hour.

If you are enthusiastic, hold an Early Years Qualification at Level 3 or above, and want a career in childcare then we would love to hear from you.

Successful applicants will need to provide ‘right to work in the UK’ documentation, undertake a DBS and provide two satisfactory references prior to commencing employment.

**Salary:** £9.69 - £11.52 per hour  
**Contact:** Email: [recruitment@childbase.com](mailto:recruitment@childbase.com)  
**Closing Date:** Friday 29 September 2017

**Title: Qualified Nursery Practitioner**

**Organisation:** Childbase Partnership Ltd – Victoria House Day Nursery  
**Location:** Marlow  
**Hours:** Full time  
**Qualifications/ Experience:** Level 2 or above in Early Years  
**Responsibilities/ Extra Information:** Work should be fun and we are looking for individuals who share that philosophy whilst providing children under 5 with a ‘Sound Foundation’ for life.

Your role as a Qualified Nursery Practitioner with Childbase will include:

- Supporting every child’s ‘learning journey’ whilst in our care
- Promoting partnerships with families as a keyperson
- Ensuring that each child’s wellbeing is met and that they thrive in a safe

- environment
- Safeguarding all children in our care

People really do matter at Childbase and we offer personalised training programmes to all of our colleagues to support their ongoing professional development. In addition to this we offer a wide range of employee benefits:

- Increasing annual leave with your length of service
- Cash rewards for going 'Beyond Expectation'
- Annual tax-free cash bonus from November 2017
- 50% childcare discount from day one

Successful applicants will need to provide 'right to work in the UK' documentation, undertake a DBS and provide two satisfactory references prior to commencing employment.

**Salary:** £7.75 - £9.42 per hour  
**Contact:** Email: [recruitment@childbase.com](mailto:recruitment@childbase.com)  
**Closing Date:** Friday 29 September 2017

**Title:** **Qualified Pre-School Assistant (Maternity Cover – may lead to full time position)**

**Organisation:** St Mary's Pre-school  
**Location:** St Mary's Church Hall, 141 Marlow Bottom, Marlow, SL7 3PJ  
**Hours:** 8.30am -12.30pm / 11.45am - 3.30pm. Minimum 2 sessions per week

**Qualifications/ Experience:**

- Hold NVQ level 2/3 or equivalent
- Willingness to learn
- Previous experience of working with young children
- Commitment to equal opportunities
- Commitment to young children & families
- Friendly, flexible approach
- Good mental and physical health
- Successful DBS check

**Responsibilities/ Extra Information:**

- To assist with the planning of the curriculum
- To help set up the playroom for the daily programme and help tidy away at the end of the session.
- To act as a keyworker to a small group of children, liaising closely with parents/ carers and ensuring each child's needs are recognised and met.
- To keep up to date records and write reports for key children.
- To advise the supervisor of any concerns e.g. over children, parents, safety of equipment, preserving confidentiality as necessary.
- To teach children, offering an appropriate level of support and stimulation.
- To attend staff meetings.
- To attend in service training courses and meetings as required.
- To keep completely confidential any information regarding the children, their families or other staff which is learned as part of the job.

**Salary:** £8.12 per hour  
**Contact:** Tel: 07762885319 or Email [chair.stmarys@gmail.com](mailto:chair.stmarys@gmail.com)  
**Closing Date:** Wednesday 23 August 2017

**Title:** **Deputy Supervisor**  
**Organisation:** St Mary's Pre-school  
**Location:** St Mary's Church Hall, 141 Marlow Bottom, Marlow, SL7 3PJ  
**Hours:** 8.30am - 3.30pm daily

**Qualifications/  
Experience:**

- Experience of working with young children in a pre-school setting.
- A secure knowledge of the Early Years Foundation Stage.
- Diploma in pre-school practice, NVQ level 3 or equivalent and be committed to further training.
- Sound knowledge of child development for children from birth to five years.
- Willingness to learn.
- Sound understanding of child development and of children's needs.
- Ability to plan and help implement a pre-school curriculum.
- Commitment to working effectively with young children and their families.
- Good communication skills.
- Good organizational skills and be able to work to deadlines.
- Ability to write clear reports.
- Knowledge of child protection and safeguarding procedures.
- A commitment to equal opportunities and understanding of religious and cultural diversities.
- Friendly and flexible approach with good communication skills.
- Support and work closely with the supervisor and pre-school staff.
- Plan and implement parts of the curriculum, using the Early Years Foundation Stage (EYFS) curriculum for guidance.
- To act as a key person to a number of our pre-school children, liaising closely and building an effective relationship with parents/carers.
- To act as session supervisor, when needed.
- To advise the supervisor of any concerns e.g. over children, parents/carers, or equipment. Retaining confidentiality at all times.
- To provide safe, high quality education and care for young children.
- To ensure that adequate records are kept and updated regularly.
- To teach children, offering an appropriate level of support and stimulating play experiences.
- Help set up the pre-school for the daily programme and pack away at the end of the session.
- Actively participate at team meetings, supervisor meetings and appraisal meetings.

**Responsibilities/  
Extra Information:**

**Salary:**

**Contact:**

Tel: 07762885319 or Email [chair.stmarys@gmail.com](mailto:chair.stmarys@gmail.com)

**Closing Date:**

Wednesday 23 August 2017

**Title:** Deputy Supervisor

**Organisation:** St Mary's Pre-School Princes Risborough

**Location:** St Mary's Church Hall. The Butts, Church End, Princes Risborough, Bucks. HP27 9AA [www.stmarys-preschool.org.uk](http://www.stmarys-preschool.org.uk) Application form available on website

**Hours:** 8.30 – 2 Monday; 8.30 – 3 Tuesday and Thursday; 8.30 – 1 Wednesday and Friday

**Qualifications/ Experience:** Minimum Level 3  
Previous Deputy Role Preferable

**Responsibilities/ Extra Information:** Experienced in Childcare.  
Setting up the Pre-School before the children arrive. As part of the staff team, ensuring it is always an environment for all children to learn and thrive in. Fully support the Supervisor in her role including taking on some responsibility of some administrative tasks. Fully contribute to upholding and developing the setting.

**Salary:** Minimum £8.50 PH

**Contact:** Tel: 07527927813 or Email: [info@stmarys-preschool.org.uk](mailto:info@stmarys-preschool.org.uk)

**Closing Date:** Friday 15 September 2017

**Title:** Pre-School Assistant – One Years Maternity Cover – Academic Year – 2017/2018

**Organisation:** St Mary's Pre-School Princes Risborough

**Location:** St Mary's Church Hall. The Butts, Church End, Princes Risborough, Bucks. HP27 9AA [www.stmarys-preschool.org.uk](http://www.stmarys-preschool.org.uk) Application form available on website

**Hours:** Monday 8.30 – 2pm, Wednesday and Friday 8.30 – 1pm

**Qualifications/ Experience:** Ideally Level 3 Childcare Qualification  
Level 2 Childcare Qualification considered.

**Responsibilities/ Extra Information:** Setting up the Pre-School before the children arrive. As part of the staff team, ensuring it is always an environment for all children to learn and thrive in. Fully contribute to upholding and developing the setting. Key Person to up to 8 children observing and recording their development.

**Salary:** Minimum £7.50 Ph

**Contact:** Tel: 07527927813 or Email: [info@stmarys-preschool.org.uk](mailto:info@stmarys-preschool.org.uk)

**Closing Date:** Friday 15 September 2017

**Title:** Breakfast Club Manager

**Organisation:** Ridge Kids

**Location:** Bledlow Ridge Village Hall, Chinnor Road, Bledlow Ridge, Bucks. HP14 4AL

**Hours:** 7:30 am – 8:30 am

**Qualifications/ Experience:** Level 3 plus relevant experience

**Responsibilities/ Extra Information:** To start September 2017 - Managing all aspects of the club and implementing

OFSTED and EYFS safeguarding and welfare requirements. Preparing termly planning, including a broad range of games and activities alongside the club owner. Ofsted registration in the process for after school clubs

**Salary:**

£12ph

**Contact:**

Tel: 07729 742483 or Email: [sarah@ridgekids.co.uk](mailto:sarah@ridgekids.co.uk)

**Closing Date:**

Thursday 31 August 2017

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<b>Title:</b>	<b>Pre-School Key Worker</b>
<b>Organisation:</b>	<b>Newton Longville Pre-School</b>
<b>Location:</b>	School Drive, Newton Longville, Bucks MK17 0BZ
<b>Hours:</b>	Part Time
<b>Qualifications/ Experience:</b>	Level 3 in Early Learning and Childcare
<b>Responsibilities/ Extra Information:</b>	<ul style="list-style-type: none"><li>• Engage with all children and assist them on a daily basis</li><li>• Work indoors and outdoors as necessary</li><li>• Prepare snack-time</li><li>• Plan and run activities allocated by the manager, ensuring they fulfil the requirements of the areas of learning within the EYFS (2014)</li><li>• Monitor the progress of Key children</li><li>• Build positive relationships with the child and their families/carers</li><li>• Compile progress books to assess and relay information back to parents/guardians</li><li>• Hold parent consultation meetings to discuss children's progress</li><li>• Continually monitor children's progress and complete next-step forms to enable further progression</li><li>• Complete 2 year checks on all Key children under the age of 3 and meet with parents to discuss findings.</li></ul>
<b>Salary:</b>	Competitive
<b>Contact:</b>	Tel: 01908 641706 or Email: <a href="mailto:newtonlongvillepreschool@btconnect.com">newtonlongvillepreschool@btconnect.com</a>
<b>Closing Date:</b>	Thursday 31 August 2017

We currently do not have any vacancies in this area, but please do check back as this document is updated regularly.