

Updated: Thursday,
October 12, 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

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.



Date Loaded	Job Role	Setting	Area	Closing Date
05/10/2017	Room Leader	Home Farm Day Nursery	Winslow	13/10/2017
06/10/2017	Early Years Practitioner	Cheddington Pre School	Winglinghoe	13/10/2017
29/09/2017	Early Years Practitioner	Super Camps	HighWycombe	18/10/2017
02/10/2017	Nursery Nurse	Home Farm Day Nursery	Winslow	20/10/2017
02/10/2017	Nursery Nurse/Assistant – Lunchtime Cover and Relief	Home Farm Day Nursery	Winslow	20/10/2017
05/10/2017	Preschool Assistant / Key Carer to a small group of children	Widmer End Preschool	HighWycombe	20/10/2017
19/09/2017	EYFS Practitioner/ Qualified Early Years Assistant	Bledlow Pre School	Princes Risborough	30/10/2017
29/09/2017	Manager	Little Acorns Kindergarten	Wendover	30/10/2017
13/09/2017	Pre-school Assistant	Little Dragons @ Marsh	Aylesbury	31/10/2017
13/09/2017	Pre-school Assistant	Little Dragons @ Amersham	Amersham	31/10/2017
13/09/2017	Pre-school Assistant	Little Dragons @ Micklefield	HighWycombe	31/10/2017
25/09/2017	Pre-school Assistant	White Hill Pre-school	Chesham	08/12/2017
11/10/2017	Preschool Practitioner	Stone & Fairford Leys Preschool	Aylesbury	10/11/2017
11/10/2017	Nursery Practitioner	Your Montessori Pre-School & Day Nursery	Ivers	11/11/2017
11/10/2017	Deputy Nursery Manager	Your Montessori Pre-School & Day Nursery	Ivers	11/11/2017
11/10/2017	Montessori Teacher	Your Montessori Pre-School & Day Nursery	Ivers	11/11/2017
12/10/2017	Nursery Nurse/Assistant	The Marlow Day Nursery	Marlow	30/11/2017

Title:	Pre School Assistant
Organisation:	Little Dragons Amersham
Location:	St Georges infant School, White Lion Road, Amersham, Bucks, HP7 9HX
Hours:	8-6 Mon-Fri Term Time Only
Qualifications/ Experience:	Previous experience in and Early Years Setting and with Key Working CACHE level 2 or 3 in Early Years Education and Childcare Essential.
Responsibilities/ Extra Information:	To work as part of a team. To provide a safe and stimulating environment that meets the needs of the individual children. To have knowledge of the EYFS and of being a key worker. Have an understanding of safeguarding and the importance of confidentiality. To have good communication skills, initiative and to show commitment.
Salary:	To be discussed depending on experience and qualification
Contact:	Tel: 07702 559 116 / 01494 762799 or email: paul@little-dragons.co.uk
Closing Date:	Tuesday 31 October 2017

Title:	Preschool Practitioner
Organisation:	Stone & Fairford Leys Preschool
Location:	Maple House, 74 Oxford Road, Stone, Aylesbury, Bucks HP17 8PL
Hours:	Tuesday & Wednesday 8.45am to 12.45pm, Pm sessions 12.45pm to 3.15 pm three days per week, days to be confirmed
Qualifications/ Experience:	<ul style="list-style-type: none">• Level 2 desirable. First aid, food hygiene & Child protection would be helpful• Experience: essential minimum of 12 months within a setting
Responsibilities/ Extra Information:	Pre-school: Work within a team, contribute to planning, key carer to a group of children, liaise with parents, general tidying and cleaning up, attend training and meetings.
Salary:	£7.50 per hour
Contact:	Tel: Landline: 01296 748247 mobile: 07729381566 or Email: Stone.fleypreschool@hotmail.co.uk
Closing Date:	Close date: Friday 10 November 2017 by 5pm. Interviews taking place Monday 13 November 2017. Starting date Monday 20 November 2017

Title:	Pre School Assistant
Organisation:	Little Dragons Marsh
Location:	Olive House, Abbey Barn Road, High Wycombe, Bucks, HP11 1RX
Hours:	9-3 Term Time Only
Qualifications/ Experience:	Previous experience in and Early Years Setting and with Key Working CACHE level 2 or 3 in Early Years Education and Childcare Essential.
Responsibilities/ Extra Information:	To work as part of a team. To provide a safe and stimulating environment that meets the needs of the individual children. To have knowledge of the EYFS and of being a key worker. Have an understanding of safeguarding and the importance of confidentiality. To have good communication skills, initiative and to show commitment.
Salary:	To be discussed depending on experience and qualification
Contact:	Tel: 07702 559 116 / 01494 533254 or email: paul@little-dragons.co.uk
Closing Date:	Tuesday 31 October 2017

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

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

Title:	Room Leader
Organisation:	New Beginnings Nursery
Location:	5 New Road Bourne End Bucks SL8 5BQ
Hours:	40 per week, worked on a shift system between the hours of 7.30am - 6pm
Qualifications/ Experience:	Must have a L3 qualification and excellent knowledge of EYFS. Must be experienced. Room Leader experience desirable, however, a strong L3 practitioner will be considered.
Responsibilities/ Extra Information:	To be Room Leader of our 2-3 years area. To lead a team of 2 staff ensuring that observations, assessment and planning are up to date, be a KP to a small group of children.. Responsible for the H & S of the area. To work as part of a team to ensure that all of the children fulfil their potential.
Salary:	Very competitive. This will be discussed at interview. Dependent on qualifications and experience
Contact:	Tel: 01628 527717 or Email: Info@newbeginningsnursery.co.uk
Closing Date:	Monday 30 October 2017

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

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

Title:	Pre-school Assistant
Organisation:	White Hill Pre-school
Location:	White Hill Community Centre, White Hill, Chesham HP5 1AG
Hours:	Part time flexible hours, but between 08:30-15:15 to compliment other staff members rotas etc.
Qualifications/ Experience:	Ideally Level 3 qualified, bur Level 2 considered if the right candidate to fit in with our small setting.
Responsibilities/ Extra Information:	To support children's learning, development and care through the key person system. Engaging with parents and carers and making them feel welcome and supported. Looking after the environment and planning for key children. Engaging in future training and development to enhance practice. Working in a small team.
Salary:	Dependent on qualifications and experience
Contact:	Tel: 07762 165087 or Email: Deborah@whitehillpreschool.org.uk
Closing Date:	Friday 8 December 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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We currently do not have any vacancies in this area, but please do check back as this document is updated regularly.

Title:	Pre-School Practitioner
Organisation:	Little Dragons Micklefield
Location:	5 Micklefield Road, High Wycombe, Bucks, HP13 7EJ
Hours:	9-3 Term Time Only
Qualifications/ Experience:	Previous experience in and Early Years Setting and with Key Working CACHE level 2 or 3 in Early Years Education and Childcare Essential.
Responsibilities/ Extra Information:	To work as part of a team. To provide a safe and stimulating environment that meets the needs of the individual children. To have knowledge of the EYFS and of being a key worker. Have an understanding of safeguarding and the importance of confidentiality. To have good communication skills, initiative and to show commitment.
Salary:	To be discussed depending on experience and qualification
Contact:	Tel: 07702 559 116 / 01494 530468 or email: paul@little-dragons.co.uk
Closing Date:	Tuesday 31 October 2017

Title:	Early Years Practitioner
Organisation:	Super Camps
Location:	Locations in Amersham and High Wycombe
Hours:	8am-6pm
Qualifications/ Experience:	<ul style="list-style-type: none"> • Are over the age of 18 and have the right to work in the UK • Are knowledgeable and experienced working with the EYFS • Have experience with working with 3, 4 and 5 year old children • Are enthusiastic, caring and organised with excellent communication skills and good sense of initiative • Are able to flexibly adapt to effectively deal with sometimes unpredictable challenges within the childcare industry
Responsibilities/ Extra Information:	<ul style="list-style-type: none"> • Take responsibility for all duties associated with the delivery of the EYFS on camp • Set up and maintain a suitable Base Room/Area that is suitable and inviting for the children and parents • Adhere to policies and procedures to ensure the children in your care have a fun and stimulating time in a safe environment
Salary:	£62 - £85 a day
Contact:	Tel: 01235 467300 or email: Jessica.heath@supercamps.co.uk
Closing Date:	Wednesday 18 October 2017

Title:	Early Years Practitioner
Organisation:	Widmer End Preschool
Location:	Estcourt Drive, Widmer End, High Wycombe, Bucks HP15 6AH
Hours:	Monday 8.30 till 3.30, Tuesday 8.30 till 12.15, Friday 8.30 till 3.30
Qualifications/ Experience:	Must hold a minimum of Level 2 Childcare qualification or above. The successful applicant will have relevant experience working with children aged 3 – 5 years and will preferably have worked in a pre-school environment. They must have a good knowledge and understanding of how children learn and develop and have experience of working within the EYFS.
Responsibilities/ Extra Information:	The successful applicant will: Be a key person to a small group of children, which will include continuous observation and assessment, planning and to work in partnership with parents / carers.

Salary:

£62 - £85 a day

Contact:

Tel: 01494 714371 or email: kburns@widmerend.bucks.sch.uk

Closing Date:

Friday 20th October 2017

Title: Deputy Nursery Manager

Organisation: Your Montessori Pre-School & Day Nursery
Location: Church Road, Iver Heath, Slough, SL0 0RD
Hours: 40 hrs per week, rotating shifts between 07.30-18.30
Qualifications/ Experience: Level 3 or level 2 working towards level 3
Responsibilities/ Extra Information: Excellent benefits including competitive salary (dependent on experience), generously discounted childcare for staff, further studying opportunities, pension and bonus scheme

We are looking for an experienced Deputy Nursery Manager to join our new Montessori setting. This is an excellent opportunity for a passionate individual looking for a new challenge. As a new setting, the successful applicant will have an opportunity to mould the role, and the day to day running of the nursery, to help us be an outstanding setting.

The appointed candidate will hold a minimum level 3 qualification in childcare, with at least one years' experience in a Deputy Management or Supervisory role. Excellent knowledge of the EYFS syllable, experience of dealing with Ofsted and outside agencies and dealing with staffing issues, are all essential criteria. A Montessori qualification and experience of a Montessori setting is highly desirable but not essential

This is a hands on role so you need to be able to work calmly under pressure whilst keeping your team engaged.

Due to the nature of this job, candidates will be subject to UK eligibility checks together with Disclosure and Barring Service (DBS) checks.

Salary: £19,000-£22,000
Contact: Tel: 07957 230 839 or Email: info@yourmontessori.co.uk
Closing Date: Saturday 11 November 2017

Title: Montessori Teacher

Organisation: Your Montessori Pre-School & Day Nursery
Location: Church Road, Iver Heath, Slough, SL0 0RD
Hours: 40 hrs per week, rotating shifts between 07.30-18.30
Qualifications/ Experience: Level 3 or level 2 working towards level 3
Responsibilities/ Extra Information: Excellent benefits including competitive salary (dependent on experience), generously discounted childcare for staff, further studying opportunities and pension scheme

We are looking for an experienced Montessori Teacher to join our new Montessori setting. This is an excellent opportunity for a passionate individual looking for a new challenge. As a new setting, the successful applicant will have an opportunity to tailor the role to help us be an outstanding setting.

The appointed candidate will hold a Montessori qualification and will have excellent knowledge of the EYFS syllable and how Montessori values are incorporated into the syllable. Experience of dealing with Ofsted is therefore essential.

This is a hands on role so you need to be able to work calmly under pressure whilst keeping your class engaged.

Due to the nature of this job, candidates will be subject to UK eligibility checks together with Disclosure and Barring Service (DBS) checks.

Salary: £18,000-£22,000
Contact: Tel: 07957 230 839 or Email: info@yourmontessori.co.uk
Closing Date: Saturday 11 November 2017

Title: **Nursery Practitioner**

Organisation: Your Montessori Pre-School & Day Nursery
Location: Church Road, Iver Heath, Slough, SL0 0RD
Hours: 40 hrs per week, rotating shifts between 07.30-18.30
Qualifications/ Level 3 or level 2 working towards level 3
Experience:
Responsibilities/ Excellent benefits including competitive salary (dependent on experience),
Extra Information: discounted childcare for staff, further studying opportunities and pension

We are looking for an experienced Nursery Practitioner to join our new Montessori setting. This is an excellent opportunity for a passionate individual looking for a new challenge.

The appointed candidate will hold a minimum level 2 qualification in childcare, with knowledge of safeguarding and first aid.

Excellent knowledge of the EYFS syllabus is essential.

A Montessori qualification and experience of a Montessori setting is desirable but not essential.

Day to day duties will involve caring for all the children in the setting, monitoring and tracking the development of key children and general childcare duties such as craft activities, story time, assisting with their personal hygiene, supervising outdoor play and generally keeping the children entertained and stimulated.

Due to the nature of this job, candidates will be subject to UK eligibility checks together with Disclosure and Barring Service (DBS) checks.

Salary: £15,600 - £18,720 dependent on experience
Contact: Tel: 07957 230 839 or Email: info@yourmontessori.co.uk
Closing Date: Saturday 11 November 2017

Title: Nursery Nurse/Assistant**Organisation:** The Marlow Day Nursery LTD**Location:** Sandygate Road, Marlow, SL7 3AZ**Hours:** 08:00am – 18:00pm**Qualifications/** Level 2 or Level 3 qualification in Childcare**Experience:****Responsibilities/** As a Nursery Nurse, you will plan for, carry out a variety of activities and
Extra Information: provide a high level of care. Nursery Nurse duties will include:

- Creating a safe, caring and stimulating environment that promotes learning through play
- Working with other team members to plan age appropriate activities
- Engage children in learning and play activities
- Working closely with parents and/or carers, giving them a high standard of customer service
- Working with colleagues and other professionals to make sure that children's needs are met
- Making sure that risk assessments are completed daily

Salary: £14,430**Contact:** Tel: 01628 488114 or Email: themarlowdaynursery@gmail.com**Closing Date:** Thursday 30 November 2018.

Title:	EYFS Practitioner/ Qualified Early Years Assistant
Organisation:	Bledlow Pre School
Location:	Bledlow Village Hall, Chinnor Road, Bledlow, HP27 9QF
Hours:	Part time. Approx. 16 hours per work, 38 weeks a year. Term time only.
Qualifications/ Experience:	<p>Minimum NVQ Level 2 Qualification in Childcare or equivalent (Level 3 + preferred)</p> <p>Minimum of 12 months post qualification experience;</p> <ul style="list-style-type: none">• A sound knowledge and understanding of the EYFS;• A sound understanding of child development• A strong understanding of safeguarding requirements• A good standard of literacy and numeracy and excellent communication skills;• A good working knowledge of ICT and an ability to use Microsoft office applications, email and the internet.• The ability to work in a positive manner with colleagues and as part of a team• The ability to communicate effectively and professionally with parents/carers and other professionals.• The ability to be sensitive and supportive to children and families from a wide range of cultures, lifestyles and family circumstances and with a range of special needs• The willingness to attend training courses and to keep up to date with the latest ideas and developments in the Early Years field• The ability to keep clear and appropriate records on children and their progress• The ability to be organised, methodical and able to work independently on own initiative• Robust mental and physical health
Responsibilities/ Extra Information:	See attached for full details
Salary:	Range from £8.00 to £9.00 per hour subject to qualifications and experience.
Contact:	Tel: 07866 488 519 or Email: manager@bledlowpreschool.com
Closing Date:	Saturday 30 October 2017

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

Title: Manager

Organisation: Little Acorns Kindergarten
Location: Wharf Road, Wendover, Buckinghamshire HP22 6HF

Hours: 8am to 4pm – Monday to Friday – Term time

**Qualifications/
Experience:**

- Qualified to Level 3 or above in Early Years and Childcare
- Safeguarding for the Designated person and First Aid Trained
- Understand/have experience of how to implement the EYFS within a preschool setting.
- Previous experience of working with children within an early years setting and being a key person.
- Proven ability to run a setting, lead and support the staff alongside a Senior Deputy and Deputy.
- Ability to work as a team, not afraid to partake in all roles within the Kindergarten if/when required.
- Commitment, pride and passion

**Responsibilities/
Extra Information:** Little Acorns is a nonprofit making charity, run from a purpose-built building on the school site in Wendover alongside the John Hampden Infant School, Wendover CofE Junior School and the John Colet.

Our opening hours are currently 9.00am to 3.30pm, we also offer breakfast club which starts at 8.30am. We welcome children between the ages of 2½ and 4¼ years. We have a large playroom and smaller quiet room, outside space accessible all year round and utilise the playing fields around us.

'Little Acorns' is registered with Ofsted and we were last inspected in June 2016 when we were given an 'outstanding' judgement in all areas. Please see our website for more information www.littleacornswendover.org.

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

- To supervise, effectively, on a day to day basis the Kindergarten team to provide safe, high quality care and education for young children in accordance with the policies and procedures, including safeguarding and Equality of Opportunities, of the setting and in relation to the Early Years Foundation Stage.
- To fulfil legal and statutory requirements.
- Be the nominated person for Ofsted
- Ensure the Kindergarten is sustainable with a positive vision and successful
- Produce and maintain all policies and procedures for the setting to run effectively
- To act as a Key Person for a specified group of children, becoming a secure base and forming a firm relationship with the children and their families
- To maintain learning journals and records for those children

Salary:

Dependent on experience

Contact:

Tel: 01296 625787 or email: enquiries@littleacornswendover.org

Closing Date:

Monday 30 October 2017

Title: Early Years Practitioner

Organisation: Cheddington Pre- School
Location: 23 High Street, Cheddington Beds LU7 0RG
Hours: 8.30am - 3.30pm
Qualifications/ Experience: Level 3 in Early Years and Childcare eg: NNEB, CASHE, NVQ Level 3 in Childcare and Education. Experience of working in an Early Years childcare setting or a setting working with children aged 2 – 5 years. Full current understanding and knowledge of children's emotional, physical, psychological and educational developmental needs from 2 to 5 years

Responsibilities/ Extra Information:

- By working with the children and ensuring they are correctly supervised that ratios are met and that the pre-school environment is safe and appropriate for their needs.
- By offering a range of stimulating activities for the children and making sure that these are well planned safe and engaging for all.
- By providing learning opportunities for individual or groups of children these will be engaging fun and informative.
- By building strong relationships with parents/carers, families and professionals involved with the children and working in partnership with them
- By meeting each of the children's individual needs acting as their key person and ensuring that all records are kept accurately and communication with parents/carers is done regularly and effectively
- By thoroughly enjoying your role and making every day count for the children in our care
- We need you:
- To be able to work in a team.
To observe and plan effectively for all children.
To role model good practitioner skills.
To work alongside the Manager/Deputy and to step in to cover when they are not in the room.
- To have an understanding of 'play based approach' to children's learning and development
To have knowledge of child protection/safeguarding procedures
- To undertake courses to enhance continued professional development (including up to date Safeguarding and Paediatric First Aid)
- To undertake any other duties as reasonably requested by Management
- To attend staff meetings, open days and committee events in addition to your working hours
- To be flexible
At Cheddington Pre-school we use digital systems to record our work, we require our staff to be confident in using various IT packages for recording and monitoring. Full training on our systems will be provided.

Desirable:

- Paediatric First Aid Qualification
- Safeguarding training
- Basic Food Hygiene Certificate
- SEND

Salary: Hourly rate £8 - £8.50 (dependent on experience)
Contact: Tel: 01296 662292 or Email: cheddingtonpreschool@btconnect.com
Closing Date: Friday 13 October 2017

Title: Nursery Nurse

Organisation: Home Farm Day Nursery
Location: Winslow Road, Swanbourne, Milton Keynes, MK17 0SW
Hours: 40 hours per week (across 4 days). Start date asap.

**Qualifications/
Experience:**

- NVQ Level 3 or equivalent
- To be punctual
- Experience in planning
- Experience in record keeping
- Experience in report writing
- Team player
- Innovative, dynamic and independently able to carry out duties
- Flexibility and adaptability
- Ability to communicate effectively at all levels

**Responsibilities/
Extra Information:** As a Nursery Nurse you will be expected to act as part of the team and as such your job will involve supporting other members of the team. Your duties will include:-

- Ensure a safe, stimulating happy and well organised environment by adhering to all Policies and Procedures of Home Farm Day Nursery.
- Provide the children with the highest quality of care and education.
- Support all areas of organisation in the Early Years Foundation Stage including completing observations, assessments and learning journals.
- To supervise mealtimes and where appropriate, prepare babies bottles
- To play an active part in the housekeeping duties across the Nursery
- Work from your own initiative and within a team.

Promote inclusion and equal opportunities throughout the nursery

Salary: Competitive
Contact: Tel: 01296 720835 or Email: office@homefarmnursery.co.uk
Closing Date: Friday 20 October 2017

Title: Nursery Nurse/Assistant – Lunchtime Cover and Relief

Organisation: Home Farm Day Nursery
Location: Winslow Road, Swanbourne, Milton Keynes, MK17 0SW
Hours: 11:30am – 14:30pm Monday – Friday for lunch cover.
 Relief cover as and when needed.

**Qualifications/
Experience:** Have a passion to work with children and young people/
 Have the ability to work off their own initiative and within a team.
**Responsibilities/
Extra Information:** You will be expected to act as part of the team and as such your job will involve supporting other members of the team. Your duties will include:-

- Fully supporting the Nursery by promoting a safe, stimulating, child-centered environment.
- To supervise mealtimes and where appropriate, prepare babies bottles.
- To ensure all children are being provided a range of learning opportunities at the appropriate level to enable them to learn and develop in all areas using the Early Years Foundation Stage.

- To promote inclusion and equal opportunities throughout the nursery.

- To monitor and maintain the day-to-day hygiene of the rooms

To ensure the general safety, welfare and behaviour of the children and staff.

Salary: Competitive
Contact: Tel: 01296 720835 or Email: office@homefarmnursery.co.uk
Closing Date: Friday 20 October 2017

Title: Room Leader

Organisation: Home Farm Day Nursery
Location: Winslow Road, Swanbourne, Milton Keynes, MK17 0SW
Hours: 40 hrs p/w (across 4 days). Start date November 2017
Qualifications/ Experience:

- NVQ Level 3 or equivalent
- To be punctual
- Experience in planning
- Experience in record keeping
- Experience in report writing
- Team player
- Innovative, dynamic and independently able to carry out duties
- Flexibility and adaptability
- Ability to communicate effectively at all levels

Responsibilities/ Extra Information: As a Room Leader you will be expected to lead your team and as such your job will involve supporting the Nursery Manager and Deputy. Your duties will include:-

- Ensuring a safe, stimulating happy and well organised environment by adhering to all Policies and Procedures of Home Farm Day Nursery.
- Providing the children with the highest quality of care and education.
- Supporting all areas of organisation in the Early Years Foundation Stage including completing observations, assessments and learning journals.
- Supervising mealtimes and where appropriate, prepare babies bottles
- Playing an active part in the housekeeping duties across the Nursery
- Working from your own initiative and within a team.

Promoting inclusion and equal opportunities throughout the nursery

Salary: Competitive
Contact: Tel: 01296 720835 or Email: office@homefarmnursery.co.uk
Closing Date: Friday 13 October 2017