

MAYVILLE HIGH SCHOOL

35 St. Simon's Road,
Southsea,
Hampshire. PO5 2PE

T: 023 9273 4847

F: 023 9229 3649

E: enquiries@mayvillehighschool.net

W: www.mayvillehighschool.com



Nursery Practitioner

Thank you for your interest in the position of Nursery Practitioner at Mayville High School. We are seeking a committed, caring and enthusiastic practitioner to join our Early Years team and contribute to a safe, stimulating and nurturing learning environment for young children.

Mayville High School is a charity run by a Board of Trustees. The Nursery Practitioner is responsible to the Head of Early Years and, through them, to the Headteacher and School Management Team.

Responsible to: Head of Early Years

Salary: Dependent on experience

Contract type: full-time, permanent

Start date: 20-04-26

Job Purpose

To support the provision of high-quality learning, development and care for children in accordance with the Statutory Framework for the Early Years Foundation Stage (EYFS). The Nursery Practitioner will ensure that children are supported in a safe, caring and stimulating environment.

Main Duties and Responsibilities:

Curriculum and learning

- Assist in organising a stimulating and developmentally appropriate learning environment.
- Deliver experiences and activities that meet the requirements of the EYFS.
- Work collaboratively with colleagues to plan, organise and evaluate the curriculum.
- Observe children's development and plan appropriate next steps.
- Maintain accurate records, including Learning Journeys and progress tracking.
- Take responsibility for a designated key group of children.

Child Welfare and Care:

- Provide high standards of care to ensure children's safety and wellbeing.
- Supervise pupils during break and lunch duties as required.
- Follow school policies relating to behaviour, health and safety, and child protection.
- Maintain vigilance in recognising and responding to safeguarding or welfare concerns.

Communication and Partnership

- Liaise with parents and carers on a daily basis in a professional manner.
- Attend parent/teacher evenings and meetings as required.
- Write reports for parents regarding children's progress and development.
- Work effectively as part of the Early Years team and wider school community.

Professional Responsibilities

- Adhere to the school's policies on teaching and learning.
 - Participate in the School's Performance Management System.
 - Attend INSET, training sessions, and after-school meetings as required.
 - Assist with after-school and holiday activities as agreed.
 - Undertake any other duties reasonably allocated by the Headteacher.
-

Person Specification – Nursery Practitioner

Candidates will be assessed through the application form, interview process and references.

Qualifications and training:

Essential

- Level 2 or Level 3 Early Years qualification (or equivalent)
- GCSE (or equivalent) in English and Maths at Grade C/4 or above
- Commitment to ongoing professional development

Desirable

- Paediatric First Aid qualification
 - Safeguarding training
 - Food Hygiene certification
-

Experience:

Essential

- Experience working with children aged 0–5
- Experience implementing the EYFS
- Experience observing, assessing and recording children's progress
- Experience working as part of a team

Desirable

- Experience as a Key Person
 - Experience in a school-based or independent nursery setting
 - Experience working in partnership with parents
-

Knowledge and Understanding:

Essential

- Sound knowledge of the EYFS Statutory Framework
- Understanding of child development from birth to five
- Knowledge of safeguarding and child protection procedures
- Understanding of health and safety in an Early Years setting
- Awareness of inclusive practice

Desirable

- Knowledge of current early years initiatives
 - Understanding of assessment and tracking systems
-

Skills and Personal Qualities:

Essential

- Ability to create a safe and engaging learning environment
- Strong observation and assessment skills
- Good written and verbal communication skills
- Ability to build positive relationships with children, parents and colleagues
- Good organisational skills
- Professionalism, reliability and confidentiality
- Warm, caring and nurturing approach
- Commitment to safeguarding and promoting the welfare of children

Desirable

- Ability to lead small group activities
 - Creative contribution to curriculum planning
-

Safeguarding and Safer Recruitment

Mayville High School is committed to safeguarding and promoting the welfare of children and young people. All staff are expected to share this commitment.

The successful applicant will be required to undergo:

- An enhanced Disclosure and Barring Service (DBS) check
 - Satisfactory references
 - Verification of qualifications
 - Right to work in the UK checks
 - Any other statutory pre-employment checks in line with Keeping Children Safe in Education
-

Application Process:

To apply, please complete the school application form and return it to Mrs Carter (Executive PA to the Headteacher) at j.carter@mayvillehighschool.net by the closing date 5/3/26. Shortlisted candidates will be invited to attend an interview.