



A M E S B U R Y





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Room Leader for Pre-Nursery (Maternity Cover)
October 2026 start

Dear Prospective Applicant,

We are excited to invite applications for the position of Room leader of the pre-nursery(Maternity Cover) to join our dedicated and nurturing team. At our setting, we believe that the early years are a vital foundation for lifelong learning, and we are committed to providing a warm, stimulating, and inclusive environment for every child.

We are looking for a passionate and enthusiastic individual who is committed to delivering high-quality early years education and care. As a key member of our team, you will play an essential role in supporting children's development, fostering their curiosity, and helping them thrive through engaging and meaningful learning experiences.

The ideal candidate will:

- Hold a full and relevant Level 3 qualification in Early Years Education
- Demonstrate a strong understanding of the EYFS framework
- Be caring, patient, and creative in their approach
- Work well both independently and as part of a collaborative team
- Be committed to safeguarding and promoting the welfare of children

This is a maternity cover position, offering a fantastic opportunity to gain valuable experience in a supportive and forward-thinking environment.

Our setting, located in the beautiful countryside near Hindhead, Surrey, offers a friendly and supportive working environment where staff are encouraged to grow professionally while enjoying a healthy work-life balance. We embrace a 'work hard, play hard' ethos and value compassion, inclusivity, and a shared commitment to excellence.

If you are passionate about early years education and want to make a real difference in the lives of young children, we would love to hear from you. An application form can be found at Careers – Amesbury School.



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Pre-Nursery Room Leader (Maternity Cover)

Job Description

Vacancy Overview

We are looking for a room leader to run our bustling pre-nursery room working with children from 2yrs-3yrs:

Hours 8.00am – 6.00pm.

4 days per week

44 weeks per year

Salary £29,784 (15.10ph plus holiday pay)

School Aims

Our primary aim at Amesbury Prep School is to ensure that every child enjoys a fulfilling and enriching educational journey. We strive to create an environment where each student feels valued, supported, and empowered to reach their full potential. Specifically, our goals include:

- Equipping every child with the skills, aptitudes, and resilience necessary for success in senior school and beyond.
- Cultivating a caring community that promotes commitment, courtesy, cooperation, tolerance, and compassion.
- Fostering strong partnerships between home and school to enhance the educational experience.
- Setting a high standard of achievement and innovation, while nurturing personal development among staff.
- Fulfilling our social and environmental responsibilities to society.

Reporting

- This teacher is appointed by the Head, and reports to the Head of Little Amesbury.
- The Head of Little Amesbury is responsible for this teacher's PPDP.



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Specific Responsibilities

-Leading, organising and supervising a dynamic team of Pre-Nursery staff, offering guidance, support and mentorship to ensure the best education and care. Being an excellent role model, leading by example, motivating the team ensuring that their team is happy with open channels of communication.

-The Pre-Nursery Room Leader will build strong relationships with parents through clear, consistent communication, providing updates on children's progress and wellbeing. They listen to parents' views, respond to concerns promptly, and maintain a warm, professional approach, ensuring confidentiality and fostering a supportive partnership.

-Planning and executing a variety of age-appropriate activities both inside and outside, encouraging learning and development, making each day an adventure. Recording activities in learning journals and on Ovivo. Ensure that weekly planning is displayed in the classroom and in the planning file. To organise termly book looks, inviting in parents to share their child's achievements. Ensure that daily routines are embedded and expectations are high.

-Maintaining a safe and stimulating environment for children, ensuring compliance with health and safety standards while infusing the indoor and outdoor classrooms with an exciting creative curriculum.

-Building and nurturing positive relationships with parents, providing regular communication about their child's progress and milestones, and fostering a strong sense of community. Monitoring staff ensuring 2 year checks, nappy charts, sleep charts, daily cleaning checks and targets are completed and filed.

- Managing staff, delegating daily observations and assessments of each Child's development, ensuring they receive personalized attention and care that meets their unique needs. Targets to be shared with parents every term, next steps recorded daily in learning journals.

-Collaborating with other room leaders and staff to ensure a cohesive and well-rounded curriculum which meets the developmental needs of every child, allowing for smooth transitions.

-Actively participating in staff meetings, training, and professional development to stay updated with the latest best practices and innovative childcare techniques.



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-Be proud of their classroom, ensuring that all resources are tidied away at the end of the day. Leaving a tidy environment.

Purpose

- Assist in teaching the Early Years Foundation Stage curriculum.
- Improve the quality of teaching and learning in your specific area of responsibility and throughout Little Amesbury.
- To successfully manage the interface between school, parents and the wider community, recognising how crucial this function is in an independent fee-paying school.
- Know and apply school policies on safeguarding, health and safety, behaviour, teaching and learning, equal opportunities etc. and to take part in any training courses related to these offered by the school to gain further knowledge (within employed hours)
- Treat as a professional confidence, any information concerning individuals gained in the course of school life.
- Participate in the School's 'Personal performance and development plan.' (PPDP)
- Be prepared to accept changes to this specification in order to meet the changing needs of Little Amesbury.

Child Protection/Safeguarding

Amesbury is dedicated to safeguarding and promoting the welfare of children and young people. All staff and volunteers are expected to share this commitment and undergo enhanced DBS checks.

If you require any further information or wish to discuss the role in more detail, please do not hesitate to contact me. We look forward to welcoming a dynamic and passionate individual to our team.

An application form can be found at [Careers - Amesbury School](#)

Warm regards,

Michelle Thurley