Dear Applicant,

Thank you for your interest in the role of **Senior Early Years Practitioner** at **The Beehive @ Barton Farm Primary**.

This is a brand-new role created as part of the expansion of our popular Beehive Nursery. You will be joining the team at an exciting stage in our development as we move into our new purpose-built setting within the school grounds and begin offering year-round care.

The Beehive is an integral part of our warm and welcoming school community. We pride ourselves on providing a happy, supportive and enjoyable place to work, where every team member is valued as an individual and their ideas, strengths and contributions are genuinely recognised. We are committed to helping you be the very best you can be, both for yourself and for the children in your care. You will be supported by our experienced leadership team, including our Lead Practitioner, Early Years Leader and wider school network. We invest in professional development through dedicated weekly CPD time and opportunities to pursue your individual interests and specialisms. As part of the University of Winchester Academy Trust family of schools and nurseries, we can also offer access to high-quality training and a supportive network of colleagues.

We are seeking an enthusiastic and ambitious practitioner who is passionate about helping young children, and those who work alongside them, reach their full potential. You may already have experience mentoring colleagues, leading aspects of provision, overseeing daily routines, and modelling outstanding practice. Equally, you may be ready to take the next step in your career and further develop your leadership skills.

At The Beehive, we value children's natural curiosity and have created a dynamic curriculum and inspiring environment that nurtures a love of learning and encourages high aspirations from the very beginning of a child's educational journey. If you believe in dreaming big for every child and want to work in a setting that will inspire and challenge you, we would love to hear from you. One of the many advantages of being part of our school-based nursery is that you can focus your energy on providing exceptional experiences for children and supporting your team, while we take care of the less exciting areas such as staffing, administration and policy management.

To help you fully understand what Barton Farm and The Beehive can offer, I encourage you to come and meet us. I would be delighted to welcome you to the school, show you around our setting and answer any questions you may have. Please contact me at h.griffiths@bartonfarm.uwinat.co.uk to arrange a visit.

Please submit your application as soon as possible, as suitable candidates may be invited to interview before the closing date. Please ensure that you clearly indicate on your application which post you are applying for.

I look forward to hearing from you.

Kind regards,

Hannah Griffiths

Early Years Leader

Senior Early Years Practitioner (Min Level 3)

Closing date: Ongoing

Job Start Date: January 2027

Contract/Hours: Permanent. 37 hours per week, 52 weeks per year

Salary Details: Support staff pay scale D (£28,697-£31,573)

Location of Role: The Beehive @ Barton Farm Primary, Winchester, SO22 6HS

Contact e-mail address: h.griffiths@bartonfarm.uwinat.co.uk

Job/Person Summary

Join our thriving Beehive Nursery as a Senior Early Years Practitioner and play a key role in an exciting new chapter of our journey. Based within our brand-new purpose-built setting at Barton Farm Primary School, this newly created position offers the opportunity to help shape our expanding provision as we introduce year-round care. We are looking for a passionate, ambitious practitioner who is committed to delivering outstanding early years experiences, supporting colleagues to flourish, and inspiring every child to reach their full potential. In return, you will be part of a warm, supportive school community that values your contributions, invests in your professional development, and provides excellent opportunities for growth through the University of Winchester Academy Trust network.

Why Join Our Team?

As a member of our team, you will have access to a range of valuable benefits designed to support your professional skills, financial wellbeing, health and work-life balance.

Local Government Pension Scheme (LGPS)

The LGPS is one of the most valuable workplace pension schemes available in the UK. As a defined benefit pension scheme with strong statutory protections, it provides a secure income in retirement. The school contributes approximately three times more than employees contribute themselves, making it significantly more generous than many pension arrangements available elsewhere (including private nurseries).

Additional Benefits

- Cycle to Work Scheme
- Free annual flu vaccination
- Eye test vouchers
- Hampshire pay scales with clear salary progression opportunities
- Generous annual leave entitlement (where applicable)
- Access to training and professional development opportunities
- Staff discount available for dependents & preferential admission to Barton Farm Primary.
- Unlike larger nursery groups, we pride ourselves on providing a welcoming, close-knit environment where relationships matter, decisions are made locally, and every team member can make a meaningful difference.

Application Procedure

Applications should be on University of Winchester Academy Trust application form **and individual CV's will not be accepted.** If you currently work in a school, please ensure one of your references is from your current Headteacher. Application forms and further information about the school can be found on the Barton Farm Primary School website: https://bartonfarmacademy.co.uk/News/Vacancies/

Please submit your application as soon as possible as we will invite candidates to interview in November and December whilst the vacancy remains open.

For an informal conversation about the post or to arrange to meet our Early Years Leader, Hannah Griffiths, please contact us by email at h.griffiths@bartonfarm.uwinat.co.uk.
Completed application forms should be returned to Hannah Griffiths via email at the above address. Alternatively, a paper copy sent to Barton Farm primary Academy Glazier Road, Kings Barton, Winchester, SO22 6HS.

Disclaimer: due to the high volume of applications we receive, we reserve the right to close a vacancy earlier than the advertised date if we receive applications that meet the criteria. Once a vacancy has closed, we are unable to consider further applications, so please submit your application as soon as possible to avoid disappointment.

Artificial Intelligence (AI) tools

We currently do not use AI tools in our recruitment processes; however, we understand that you may choose to use AI tools to help you with your application.

If you do, please remember:

· AI-generated answers can often be generic and impersonal, which may not accurately reflect your qualifications, skills, and experiences
· AI-generated applications may lack the personal touch that human-written applications have, this may make you seem less engaged or interested
· Ensure the information provided genuinely represents your own voice and experience
· You must not provide false or misleading information
· If you rely too heavily on AI you might not develop the necessary skills to communicate your experiences and qualifications effectively in interviews or other stages of the hiring process. This may make you come across to the interviewer as a different person to the one that wrote the application form, and you may not be successful in the interview.

Safer Recruitment Statement

The University of Winchester Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. Candidates that are shortlisted will be subject to an online check. All successful candidates will be subject to an Enhanced Disclosure and Barring Service check (DBS) along with other relevant employment checks, including Children's Barred List. Prior to interview, an online search will be carried out on information that is publicly available as part of our due diligence on shortlisted candidates.

Job Description

Responsible to: The Lead Practitioner and Early Years Leader

Function: Senior Early Years Practitioner (Min Level 3)

Salary: Support staff pay scale D (£28,697-£31,573)

JOB PURPOSE:

- To work as a team to support the learning and attainment of children while also promoting their independence, self-esteem and social inclusion.
- To support every child to access the Early Years curriculum, participate in learning and experience a sense of achievement and joy.
- As a leader, mentor colleagues, leading aspects of provision, overseeing daily routines, and modelling outstanding practice.
- To ensure the smooth and safe running of The Beehive.

KEY TASKS:

Support for Children

- Establish rapport and respectful, trusting relationships with children, acting as a role model and setting high expectations.
- Supervise and provide support for children: individually, in small groups and with the whole setting, including those with special needs, ensuring their access to learning resources.
- Supervise children at mealtimes or sleep times
- Ensure children's safety, welfare, and personal hygiene. This includes leading on safeguarding as Designated Safeguarding Lead.
- Promote inclusion and acceptance of all children in the setting by encouraging them to interact with each other and to engage in activities led by the practitioners.
- Support the implementation of IEPs, behaviour plans, curriculum planning and assessment.
- Provide personal care to pupils where necessary
- Promote and develop social skills, self-esteem and independence amongst children.
- Promote strong relationships with parents and carers for the benefit of all children in the setting
- Assist with the maintenance of a purposeful, orderly and supportive environment, in accordance with school policy.
- Assist with the preparation of resourcing to stimulate learning.

Support for Staff

- Establish rapport and respectful, trusting relationships with colleagues, acting as a role model and setting high expectations.
- Model excellent practice and coach others to follow your lead
- Recognition of strength within the team, and planning future development opportunities
- Leading routines and expectations in the absence of the Lead Practitioner
- Work alongside the Lead Practitioner and Early Years Leader on curriculum development and delivery, planning, assessment, and oversight of the effective running of the setting

Support for the School

- Be aware of and comply with school policies including those relating to child protection, health & safety, confidentiality, safeguarding and data protection, reporting all concerns to a nominated person.
- Promote the school values.
- Contribute to the overall work, smooth running and ethos of the setting.
- Appreciate and support the role of other people within the team.

- Attend and participate in meetings as required.
- Improve one's own practice through training, self-evaluation and performance management.
- Accompany children on out-of-school activities as required and take responsibility for a group under the supervision of the leader.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

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Senior Early Years Practitioner ~ Person Specification

	Essential	Desirable
Qualifications	• Minimum NVQ Level 3 Early Years or equivalent • Level 2 English and Maths qualifications or equivalent • Willingness to undertake appropriate first aid training or existing paediatrics first aid qualification	• Experience of professional training within an educational setting. • IT competent. • GCSE English and Maths Grade C or equivalent.
Knowledge, Skills and Abilities	• Excellent communication skills, written and verbal. • Ability to inspire confidence and gain trust of children. • Ability to inspire confidence and gain trust of staff team. • Excellent organisation skills and the ability to work to deadlines. • Ability to reflect, analyse and act both independently and collaboratively. • Ability to work alone and with initiative. • Understanding of child development. • Working understanding of Early Years Foundation Stage • Understanding of safeguarding within pre-school/school setting (training to be given)	• Knowledge of or experience of working following the Reggio Emilio approach.
Experience	• Evidence of an application of range of behaviour management strategies. • Proven ability to motivate and develop children. • Ability to work as part of a team. • Ability to provide detailed and regular feedback to colleagues and parents on children's achievements and progress. • Evidence of an understanding of the Early Years Foundation Stage and putting this into practice. • Room Leader or equivalent level of leadership experience.	• Experience of working within a school environment • Understanding of the opportunities and challenges associated with a developing setting. • Interest in outdoor learning

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