Trustwide Nursery Team Leader 2026

Personal Specification	

Qualification and Experience	**All essential**
	• Level 6 qualification in appropriate degree, e.g.
	  ○ Level 6 BA (Hons) Early Childhood Studies
	  ○ Level 6 BA (Hons) Early Years Education
	  ○ Level 6 Early Years Teacher Status (EYTS)
	• Or Qualified Teacher Status (QTS)

Leadership Skills	**All desirable** ● Experience of leading in a Nursery setting ● Experience of implementing policies and procedures in EYFS ● Experience of conducting staff performance management ● Experience of leading staff training
Personal Competencies	● Excellent knowledge of the Early Years Foundation Stage curriculum ● Experience of planning and resourcing in EYFS ● Experience of working in a key group ● Able to plan and prioritise work. ● Able to maintain a quality environment. ● Able to prepare resources for learning activities and displays. ● Able to make observations, assess and record children's achievements. ● Able to write accurate and grammatically correct reports. ● Able to contribute to the maintenance of good standards of child behaviour within the school's behaviour management policy. ● Able to attend parent evenings, meetings and reviews as required. ● Aware of health and safety requirements, first aid and emergency procedures ● Administer first aid (if appropriate).
Interpersonal Skills	● Good communication skills (written and spoken) ● Able to build good relationships with relevant adults (families, parents and other professionals). ● Ability to liaise with other professionals about pupils. ● Flexibility in working as part of a team.

Summative Agreement	
Confidentiality Code of conduct Safeguarding Health and Safety Induction	● I will treat all information about children, families and staff discreetly with regard to confidentiality and data protection, and will report all concerns to the appropriate person(s). ● I will adhere to the Trust's code of conduct and all other school policies. ● I will comply with all Trust policies and procedures related to equality, safeguarding, and e-safety and will report any concerns to the appropriate person(s). ● I agree to take care of my own and other's safety at all times and to carry out my duties in accordance with the Trust's Health and Safety policy and procedures. ● On joining the Trust, I agree to attend Induction sessions and complete all related tasks as required.

This person specification is provided to assist staff to understand and appreciate the work content of their post and the role they are to play in school. It does not comprise a full and comprehensive list of all the tasks that the post holder will undertake in fulfilling their responsibilities, and may also be subject to amendment or modification at any time in consultation with the post holder.

Agreed by post holder _____ Date _____	
Date of this review: October 2026	Date of next review: October 2027