The Early Childhood Service Workforce Development Team is committed to supporting the recruitment and the retention of the childcare workforce in West Sussex. The ‘Jobs in Childcare’ bulletin is produced to promote current vacancies on behalf of childcare settings.

It contains basic details about a variety of jobs in all sectors of childcare, including early years and full daycare, together with playwork in out-of-school clubs and holiday playschemes. There are also bank staff posts and volunteering opportunities.

School support, teaching jobs and West Sussex County Council vacancies can be found on the following website: [www.westsussex.gov.uk/living/jobs.aspx](http://www.westsussex.gov.uk/living/jobs.aspx)

If you are new to working with children or are considering starting a career in childcare, members of the team will be able to talk to you about the variety of roles and opportunities available. Please contact Lorraine Kelly via the Family Information Service on 01243 777807.

Childcare settings that would like to advertise a vacancy in this bulletin should submit the request form at [www.westsussex.gov.uk](http://www.westsussex.gov.uk) (search for Advertise a Childcare Job Vacancy)

**Fostering**

Do you think you could make a difference, and change someone’s life for the better? West Sussex County Council is eager to recruit new foster carers, and is holding a series of Drop-In Sessions at libraries throughout West Sussex.

Come along, ask questions and explore the possibilities of becoming a foster carer. Call 01403 229333 or visit [www.westsussex.gov.uk/fostering](http://www.westsussex.gov.uk/fostering) for dates, venues and further information.

**Childcare in a Home-based Setting**

Could you provide a safe and stimulating environment for young or school aged children in your home? Does running your own childcare business interest you? Then why not consider becoming a childminder. The Early Childhood Service provides information, training, support and guidance for those in the sector. If you would like to know more about what is involved and what life as a registered childminder could be like, visit [www.westsussex.gov.uk/becomingachildminder](http://www.westsussex.gov.uk/becomingachildminder) or phone the Family Information Service on 01243 777807.
Out Of County

Childcare Practitioner

Location of setting:
Toddler Inn Nursery
St Peter’s Primary School
East Grinstead Road
Chailey
BN8 4DB

Qualifications: Level 3 in Early Years / Childcare is essential

Hours: Full time. Permanent

Salary: £8 per hour or more dependent on experience

This is a floating position which will be sharing good practice between our nurseries in East and West Sussex. It will involve some travel, but mainly will be nursery based.

The ideal candidate will have experience working with children and potential at leading staff team. Leadership and management training is desirable.

Toddler Inn team are committed to safeguarding and promoting the welfare of children and young people and all staff, parents, volunteers and visitors are expected to respect our commitment.

Closing Date: 18/11/2016
Contact: Helena Lopes on 07975 604918
helenalopes@btinternet.com
Out Of County

Room Leader

Qualifications: Level 3 childcare qualification as a minimum – essential. Paediatric first aid - desirable

Hours: Full-time, permanent. Monday - Friday 37.5 or 40 per week

Salary: £9.31 - £10.02 per hour

This vacancy is at Young Sussex, 191-193 Dyke Road, Hove, BN3 1TL

Young Sussex is a small family business that has been providing high quality care and education for over 23 years at our nurseries in Brighton, Hove and Shoreham–by Sea. We believe that our clear, strong values, and over 20 years of refinement, ensures that Young Sussex offers unrivalled childcare, ensuring we are committed to the highest standard of care and education for children of all abilities and backgrounds.

Some of the responsibilities will be to ensure the children in your group are cared for in a happy, safe and stimulating environment; ensure your team plan, prepare and review planned activities; work in partnership with the parents and implement all the policies and procedures set out by the nursery. You will need to have highly effective communication and organisational skills, as well as the ability to work autonomously and competently in order to meet targets. Experience of working in a leadership role is essential, as is having in-depth knowledge and understanding of Ofsted principles and practices. You will also be required to be calm, personable, confident and helpful with all matters regarding the team and teaching at the setting.

We operate a competency and skills based pay scheme, incentivising staff by financially rewarding them for enhancing their level of qualification and training. We offer Long Service Bonuses as well as increased holiday based on length of service.

Young Sussex is committed to safeguarding and promoting the welfare of young children and people and expects all staff and volunteers to share this commitment.

Closing Date: 31/10/2016
Contact: Sarah Burt on 01273 440777
shoreham@youngsussex.co.uk
Out Of County

Nursery Practitioner

Qualifications: Level 3 of above Childcare qualification – essential, Paediatric First Aid – desirable

Hours: Full-time, permanent

Salary: £16,800 – £21,600 per annum

This vacancy is for The Stables Nursery, The Pavilion, Felcourt Road, East Grinstead, RH19 2LF

The successful candidate will be responsible for the day-to-day running of their age group and supporting the management team in leading the setting to ensure that high quality childcare is provided to all.

You will be required to:
• Work as part of a team and use your initiative and imagination to generate new ideas.
• Use your excellent communication skills to build strong relationships with parents, children and welcome visitors to the Nursery.
• Look after children of all ages
• Plan, implement and evaluate a curriculum that is appropriate to the age and individual needs of the children, and ensure the room layout supports these aims
• Have lots of fun!

You will need: An NVQ Level 3 in Childcare or equivalent, a good understanding of the EYFS and the ability to use this to plan activities for the children, awareness of planning, observing and record keeping for young children and the ability to link these to the individual child’s needs. Experience of working in a nursery setting is essential.

This organisation is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

Closing Date: 11/11/2016
Contact: Sarah Porter on 07595 717699
        office@stables.nursery.co.uk
Out Of County

Nursery Worker

Qualifications: NVQ Level 3 or above in Childcare - essential

Hours: Part time, term time

Salary: £8 per hour

Chelwood Gate Nursery, Beaconsfield Road, Chelwood Gate, RH17 7LF

Chelwood Gate Nursery is seeking a caring and motivated sessional worker for our village nursery on the edge of the Ashdown Forest. The role is part time, term time only, mornings and/or afternoons to suit personal circumstances.

You will need to have an NVQ Level 3 or above in Childcare, and have some experience working in a nursery setting. You will be required to get involved in the planning and preparation of activities, and you would be responsible for a number of key children. The successful candidate will have excellent communication skills with the children (aged 2-5 years), parents, and the other team members. This is a perfect opportunity for anyone looking to go back to work or gain further experience, as full support will be given.

Chelwood Gate Nursery is a small, friendly, village nursery which operates daily during term from the local village hall. We run forest school on a Friday - you would have an opportunity to attend and learn how forest school works.

Please email chelwoodgatenursery@hotmail.co.uk to request an application pack, or contact us for a copy of the full job description or if you have any questions.

We are committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

Closing Date: 09/12/2016
Contact: Macha Farrant on 07956 264971
chelwoodgatenursery@hotmail.co.uk
Dauxwood Pre-School
Early Years Practitioner

Qualifications: Level 3 in Childcare or equivalent - desirable

Hours: Part time, term time

Salary: £7.20 - £7.91 per hour dependant on qualifications and experience

We are an Ofsted 'Outstanding' rated pre-school catering for up to 24 children per session, aged 2 to 5 years.

You would: Provide the children with a safe, secure and home-like environment; operate a key-worker system and liaise with parents, carers and senior staff; plan, organise and implement a programme of activities to meet the needs of this age group; work as part of a highly-motivated and professional team.

A Level 3 qualification is desirable, but should the perfect candidate be unqualified we would be willing to consider training.

This organisation is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

Closing Date: 31/10/2016
Contact: Amy Woods on 01403 785212
dauxwood@btconnect.com
**Squirrel's Den Daycare**

Early Years Practitioner

Qualifications: Level 3 in Early Years Childcare and Education or equivalent - essential. Safeguarding and Child Protection training - essential. First Aid training – desirable

Hours: Full time - 8.30am to 3.00pm, term-time only

Salary: £7.50 - £7.80 per hour, depending on experience

We are a very busy pack-away setting based in the local community hall, with a large outside play area which overlooks an open public space. We are an experienced and friendly team who work closely together and support each other. We build close relationships with the children and their families and support each child with enthusiasm and encouragement to develop to their full potential. We provide a happy & stimulating environment for children to learn and develop their skills individually and at their own pace, promoted through high quality care and education for children below the statutory school age.

We are looking for an enthusiastic and friendly team worker. The ability to work within a friendly team of adults who support each other is essential. You must be prepared to move, set up and put away heavy equipment on a daily basis. An understanding of learning journals and planning for key children is essential. Experience working in a childcare environment in a non-domestic setting is desirable.

Our opening hours at present are 9.15am - 2.45pm on Monday, Tuesday, Thursday & Fridays and 9.15am to 1.15pm on Wednesday, and staff are required to work 8.30am to 3.00pm.

Applicants may request an application form by emailing: squirrelsden@hotmai.com or phoning 07925 038352.

We are committed to providing a safe and secure environment for all children to explore and provide opportunities for children to play freely, both indoors and outdoors, with the security of high staff ratios to children in order to meet all individual needs and requirements. We work closely with parents/carers to promote equality and diversity.

Closing Date: 04/11/2016

Contact: Kim Edwards on 01243 551400
squirrelsden@hotmai.com
Treasure Box Nursery

Assistant Manager

Qualifications: Minimum level 3 childcare qualification – essential. Paediatric first aid certificate – desirable. Level 2 health and hygiene - desirable

Hours: Full-time, permanent, term-time

Salary: £18,000 - £22,000 (pro rata) depending on qualifications and experience

Treasure Box Nursery, part of Opengate Church, was established over 35 years ago as part of the church’s commitment to serving the local community. The successful candidate will be an individual of professional and personal integrity with a commitment to providing an excellent level of care and education and be sympathetic to the Christian ethos of the setting.

Your role will be to support the aims and objectives of the nursery and assist the manager in the organisation and running of the setting which caters to the needs of children from 2 to 5 years. You will take on the role of a key person, this involves settling the children into nursery, liaising with parents/carers and meeting individual needs of the child. It also involves record-keeping, collecting information on children through observation, sampling their work, recording observations and progress, as well as continually monitoring and evaluating the their learning.

You will be involved in providing a high standard of childcare and education - to include the monitoring and review of the provision; this includes providing a safe, caring environment to enable the emotional, social and educational development of children, through individual attention and group activities. You will help to implement the Early Years Foundation Stage Framework and any other legal/statutory frameworks. You will also be required to liaise and work with the nursery and church staff team in order to develop relationships with families, wider community and other agencies where appropriate, such as health, social services, local schools and preschools.

Knowledge of policies and procedures in relation to safeguarding and child protection practices is essential, as is knowledge of policies and procedures in relation to equality and inclusion. You will need to be an effective leader who is able to work as part of a team. An awareness of Health and Safety issues is required.

If you are interested in joining our friendly, supportive staff team please request a job description and application pack by contacting Kim Doherty Tel: 07775 870836 or email: treasure_box@btinternet.com.

The nursery is committed to safeguarding and promoting the welfare and wellbeing of all children and requires all staff to uphold this vital responsibility.

Closing Date: 31/10/2016
Contact: Kim Doherty on 07775 870836
    treasure_box@btinternet.com
Downview Nursery (Felpham)

Nursery Assistant

Qualifications: Level 2 Childcare qualification – essential, Level 3 or above Childcare qualification – desirable, INCo/SENCo qualification – desirable, valid paediatric first aid certificate - desirable

Hours: Part-time – 27.5 hours per week, term-time, permanent

Salary: £5.55 - £7.30 per hour, depending on experience

Hours: Part-time, 27.5 hours. Term-time only, 43 weeks paid inclusive of four weeks paid holiday. We are seeking a Nursery Assistant to work with children aged three to four in our well-established nursery. We are a committee-run nursery sited on the grounds of Downview Primary school. You will be expected to undertake key-worker responsibilities as well as any other duties the nursery deems fit and fair.

Knowledge of safeguarding children is essential, as is knowledge of Ofsted requirements and EYFS framework. Experience as a keyworker is desirable. A health and safety qualification is also desirable.

Please note that employment will be subject to a satisfactory enhanced DBS check. More details, including contracted hours and job description are available at https://downviewnursery.co.uk/vacancies. Contact: s.denman@downviewnursery.co.uk 07961 175026

We are committed to safeguarding and promoting the welfare of children. We expect all staff, committee members, and volunteers to share this commitment.

Closing Date: 30/11/2016
Contact: Sarah Denman on 07961 175026
s.denman@downviewnursery.co.uk
Mightysaurus Nursery

Early Years Educator

Qualifications:  Level 2 childcare qualification - essential

Hours:  Full-time

Salary:  £11,440 - £18,500 per annum

Tinysaurus nurseries are looking for qualified Early Years Educators for their established nurseries in Hove, Shoreham and Burgess Hill. You must love working with children. There is opportunity for career progression. DBS checks will be conducted and paid for by the company.

It is Tinysaurus nurseries' aim to ensure that all the children who come here receive the highest level of care, provision and education. This is only achievable if children are kept safe from harm. Therefore, safeguarding the welfare of children is part of our core business. Tinysaurus nurseries adopt the definition used in the Children Act 2004 and the Department for Education (DCSF (now DfE)) guidance document Working together to safeguard children (2010) , which focuses on safeguarding and promoting children and young people’s welfare. This can be summarised as protecting children from harm by others and providing them with safe and effective care.

Closing Date: 10/11/2016
Contact: Ray Phoon on 01273 730017
   accounts@supersaurusnursery.co.uk
Mightysaurus Nursery

Apprentice

Qualifications: N/A

Hours: Full-time

Salary: £160 - £200 per week

Tinysaurus nurseries are looking for Apprentice Early Years Educator for their established nurseries in Hove, Shoreham and Burgess Hill. Starting pay is between £160 to £200 per week with performance review and pay updates after three months and then regularly afterwards. National minimum wage applies after 12 months. You must love working with children and there is opportunity for career progression. DBS checks will be conducted and paid for by the company.

It is Tinysaurus nurseries' aim to ensure that all the children who come here receive the highest level of care, provision and education. This is only achievable if children are kept safe from harm. Therefore, safeguarding the welfare of children is part of our core business. Tinysaurus nurseries adopt the definition used in the Children Act 2004 and the Department for Education (DCSF (now DfE)) guidance document Working together to safeguard children (2010), which focuses on safeguarding and promoting children and young people's welfare. This can be summarised as protecting children from harm by others and providing them with safe and effective care.

Closing Date: 10/11/2016
Contact: Ray Phoon on 01273 730017
      accounts@supersaurusrnursery.co.uk
Platform 3 Pre-School Playgroup

Pre-school Assistant

Qualifications: Level 2 or 3 in childcare or equivalent (NVQ, BTEC, CACHE, City & Guilds) - essential.
Paediatric first aid, child protection and safeguarding - desirable

Hours: Part time, term time (Up to 16 hours per week)

Salary: £7.20-£8.20 per hour

Platform 3 is a committee-run preschool located on the Manor Field Primary School site. We run sessions for children 2-5 years old, 9am-3pm during term time. We are looking for 2 friendly, enthusiastic, reliable, energetic preschool assistants to join our dedicated team in part time, term-time roles of up to 16 hours a week.

Duties and responsibilities include:
• Working within the team.
• Being a key worker to a group of children.
• Making observations and maintaining Learning Journals.
• Liaising closely with parents and other professionals.
• Being part of the planning and preparing activities to meet the children's interests and needs.
• Providing an enabling environment and delivering the EYFS to the highest standard and reporting to the Manager and Supervisor of Preschool.
• Ensuring health, safety and wellbeing of the children at all times.
• Spend time during the day outside in our outdoor area.

To apply, request an application pack by email alisonlaycock@yahoo.com

Platform 3 is committed to safeguarding and promoting the welfare of children; all staff and volunteers must share this commitment. These posts are subject to an enhanced DBS check along with 2 references and confirmation of qualifications.

Closing Date: 11/11/2016
Contact: Nicola Wright on 01444 237796
      alisonlaycock@yahoo.com
Platform 3 Pre-School Playgroup

Bank Staff

Qualifications: Level 2 or 3 in childcare or equivalent (NVQ, BTEC, CACHE, City & Guilds) – essential.
Paediatric first aid, child protection and safeguarding – desirable

Hours: Part time, term time (Up to 16 hours per week)

Salary: £7.20-£8.20 per hour

Platform 3 is a committee-run preschool located on the Manor Field Primary School site. We run sessions for children 2-5 years old, 9am-3pm during term time. We are looking for enthusiastic, reliable, energetic bank staff to join our dedicated team in casual part time, term-time roles.

Duties and responsibilities include:
• Working within the team.
• Being a key worker to a group of children.
• Making observations and maintaining Learning Journals.
• Liaising closely with parents and other professionals.
• Being part of the planning and preparing activities to meet the children’s interests and needs.
• Providing an enabling environment and delivering the EYFS to the highest standard and reporting to the Manager and Supervisor of Preschool.
• Ensuring health, safety and wellbeing of the children at all times.
• Spend time during the day outside in our outdoor area.

To apply, request an application pack by email alisonlaycock@yahoo.com

Platform 3 is committed to safeguarding and promoting the welfare of children; all staff and volunteers must share this commitment. These posts are subject to an enhanced DBS check along with 2 references and confirmation of qualifications.

Closing Date: 11/11/2016
Contact: Nicola Wright on 01444 237796
alisonlaycock@yahoo.com
The Little Blue Door

Room Leader

Qualifications: Level 3 in childcare or early years – essential

Hours: Full time

Salary: £15,000-£19,500 depending on qualifications and experience

Imagine a world where children learn through fun. Through imaginative play. Developing little minds through playful learning. It’s the heart of what we do. Walking through The Little Blue Door to the sound of children giggling, a warmth that feels like home, a buzz in the atmosphere. A sense of comfort. A home from home.

We are seeking dedicated staff to help bring to life our vision of developing little minds - individuals who are:

• Warm and refreshing
• Professional yet personal
• Confident yet approachable
• Able to find their child inside

Leadership experience is essential, and first aid training is desirable.

As a team we aren’t serious but we are serious about children. We are never satisfied with good enough and always look at how we can do things for the first time, playful yet sophisticated. If you want to join us, creating experiences and memories that will last forever, we would love to hear from you.

Safeguarding children is paramount and every adult’s responsibility; it underpins everything the nursery hopes to achieve.

Closing Date: Ongoing
Contact: Lucy Collins on 01243 530650
   knockknock@littlebluedoor.co.uk
The Little Blue Door

Nursery Practitioner

Qualifications:  Level 3 in Childcare or Early Years – essential, First aid – desirable

Hours:  Full time

Salary:  £16,000-£18,500 per annum

Imagine a world where children learn through fun, through imaginative play. Developing little minds through playful learning – it’s the heart of what we do. Walking through the Little Blue Door to the sound of children giggling, a warmth that feels like home, a buzz in the atmosphere. A sense of comfort, a home from home.

We are seeking dedicated nursery nurses to help bring to life our vision of developing little minds and individuals who are: Warm and refreshing; professional yet personal; confident yet approachable. Experience in childcare is essential.

As a team we aren’t serious but we are serious about children. We are never satisfied with “good enough” and always look at how we can do things for the first time, playful yet sophisticated. If you think this sounds like a business you want to be part of, and if you want to join us creating experiences and memories that will last forever, we would love to hear from you.

The Little Blue Door is committed to safeguarding and promoting the welfare of children and expects all team and volunteers to share this commitment.

Closing Date: 31/12/2016
Contact: Lucy Collins on 01243 530650
knockknock@littlebluedoor.co.uk
**Teddies Crawley**

Lunchtime Support

Qualifications:  Level 2 or 3 in Childcare is desirable

Hours:  Part time

Salary:  £6.00-£8.00 per hour

Come and join our small friendly team!  Your role as Lunch Time Nursery Assistant will include:

- Promoting positive relationships with parents, children and colleagues
- Ensuring health, safety and wellbeing of the children at all times
- Supporting the team in building relationships with a small group of children and their families according to the EYFS
- Covering staff lunch breaks

You may also have to clean tables, serve meals, feed babies, help children to sleep, complete play activities, and any other reasonable requests. Hours of work are negotiable - approximately 11am-3pm, please telephone the nursery manager to discuss your availability.

Please apply online at www.brighthorizons.com/careers and search for vacancies in Crawley. Alternatively contact the nursery using the details provided.

This organisation is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Because of the nature of this job, it will be necessary for the appropriate level of criminal record disclosure to be undertaken. Therefore, it is essential in making your application you disclose whether you have any pending charges, convictions, bind-overs or cautions and, if so, for which offences. This post will be exempt from the provisions of Section 4 (2) of the Rehabilitation of Offenders Act 1974. Therefore, applicants are not entitled to withhold information about convictions which for other purposes are ‘spent’ under the provision of the Act, and, in the event of the employment being taken up; any failure to disclose such convictions will result in dismissal or disciplinary action. The fact that a pending charge, conviction, bind-over or caution has been recorded against you will not necessarily debar you from consideration for this appointment.

Closing Date:  31/10/2016
Contact:  Sarah Green on 01293 223265
crawley@brighthorizons.com
Teddies Crawley

Nursery Assistant

Qualifications: Level 2 or 3 in Childcare is desirable

Hours: Full time, permanent

Salary: £5.50-£7.20 per hour dependent upon qualifications and experience

Come and join our small, friendly team!

Your role as Nursery Assistant will include:
• Promoting positive relationships with parents, children and colleagues
• Ensuring health, safety and wellbeing of the children at all times
• Supporting the team in building relationships with a small group of children and their families according to the EYFS
• Becoming a key person, supporting children to learn and grow in a safe, nurturing environment

Working a 40 hour week, you will have the opportunity to undertake a qualification with our very own Bright Horizons Apprenticeship scheme. To apply, visit www.brighthorizons.com/careers and search for vacancies in Crawley. Alternatively please contact the nursery manager using the details listed.

Please apply online at www.brighthorizons.com/careers and search for vacancies in Crawley. Alternatively contact the nursery using the details provided.

This organisation is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Because of the nature of this job, it will be necessary for the appropriate level of criminal record disclosure to be undertaken. Therefore, it is essential in making your application you disclose whether you have any pending charges, convictions, bind-overs or cautions and, if so, for which offences. This post will be exempt from the provisions of Section 4 (2) of the Rehabilitation of Offenders Act 1974. Therefore, applicants are not entitled to withhold information about convictions which for other purposes are ‘spent’ under the provision of the Act, and, in the event of the employment being taken up; any failure to disclose such convictions will result in dismissal or disciplinary action. The fact that a pending charge, conviction, bind-over or caution has been recorded against you will not necessarily debar you from consideration for this appointment.

Closing Date: 31/10/2016
Contact: Sarah Green on 01293 223265
crawley@brighthorizons.com
Daisychain Day Nursery (Crawley)

Early Years Educator

Qualifications: Level 3 childcare qualification – essential

Hours: Full-time

Salary: From £15,496 per annum, according to appropriate experience

We are excited to offer the opportunity to welcome a new member of staff into our enthusiastic and dedicated team of practitioners, who are passionate about providing high levels of care and education. Our setting is influenced by Reggio Emilia, so an understanding of this is desirable, but not essential. You must have experience in a day care setting. You must be able to work as a key-person, and will work under the supervision of the senior early years educator and the Room Leader.

Good working knowledge of the EYFS is essential, as is dedication to and enthusiasm for early years education.

Daisy Chain is committed to safeguarding and promoting the welfare of children at all times. All staff, volunteers and trainees are expected to share this commitment.

Closing Date: 25/11/2016
Contact: Veronica Sullivan on 01293 533397
info@daisychaincrawley.co.uk
Daisychain Day Nursery (Crawley)

Senior Early Years Educator

Qualifications: Level 3 childcare qualification – essential

Hours: Full-time

Salary: From £16,515 per annum, according to level of experience

This is a rare opportunity to progress your career by stepping up into a senior role. The successful candidate must have excellent working knowledge of the EYFS. They must also be able to show motivation and dedication to providing excellent child care and education in an environment influenced by Reggio Emilia.

Extensive experience in a day care setting is essential, as is the ability to support and advise other team members.

You will be joining a dedicated team of educators who offer the children an inspiring learning place and high quality of education and care. You will work closely with the Room Leader to ensure high standards in all areas.

Daisy Chain is committed to safeguarding and promoting the welfare of children at all times. All staff, volunteers and trainees are expected to embrace this commitment.

Closing Date: 25/11/2016
Contact: Veronica Sullivan on 01293 533397
 info@daisychaincrawley.co.uk
Crawley

Stepping Stones Playschool (Crawley)

Early Years Practitioner

Qualifications: Level 3 Childcare qualification – essential, Paediatric First Aid – essential, Child Protection - essential

Hours:  Part-time, permanent, term-time

Salary:  From £7.50 depending on qualifications and experience

We are a busy setting operating from 8.45am-3.15pm Mon-Thurs and 8.45am-11.45am Fri - term time only (staff start at 8.15 and finish at 4.00 Mon- Thurs and 3.00pm Fridays). We have a vacancy for a permanent position working the whole week, starting ASAP. We currently have 80 children aged 2-5 on roll and are seeking a dynamic, motivated person to join our team.

The successful applicant will be committed to promoting high standards of quality within the preschool in respect of the environment, resources and experiences offered to children. They will contribute to the planning and implementation of stimulating activities, delivered in a differed curriculum to support children of all ages and stages in the setting. Applicants must have a detailed knowledge of the EYFS and demonstrate high expectations in both the care and education of young children. Experience managing a key group of children is essential. In addition, a commitment to further training is essential.

Main Tasks:
* To assist in the setting up and clearing a way of all activities and equipment * To maintain own workshop area, regularly sterilising, sorting and rotating equipment. Select appropriate equipment to support he planned curriculum * To ensure high standards of hygiene and safety are maintained at all times * To ensure any information received concerning the children is kept confidential at all times * To actively encourage children’s progress in all areas of development, types and stages of play, by interaction and extension of play activities * To be responsible for keeping and regularly updating the individual record file for the children in the key person group * To contribute to the Early Years Foundation Stage, policy writing and record keeping as requested by the team leader * To attend staff meetings as required * To support the work and beliefs of the pre-school by helping to create an environment that promotes open and equal opportunities for children and adults * To attend training as requested * To undertake such additional duties appropriate to the level of the post as may be required from time to time.

To apply, please request an application form by emailing steppingstones@hotmail.co.uk

The playschool is committed to safeguarding and promoting the welfare of children and is looking to recruit staff who share this commitment.

Closing Date: 04/11/2016
Contact: Jackie Tubb on 01293 542999
steppingstonesps@hotmail.co.uk
The Oaks Primary School

Nursery Assistant

Qualifications: GCSE English and Mathematics, or equivalent, grade C or above – essential. NVQ Level 2 in Childcare, or equivalent - desirable

Hours:  Part time, term time only – temporary

Salary:  £15,507-£16,191 per annum plus Crawley Weighting, pro rata

We are seeking to employ a temporary Nursery Assistant for 9 hours per week at our very successful and thriving nursery. Our children receive an exceptional start to their education in a warm, safe and happy environment where they quickly grow into independent, confident learners.

The successful candidate will ideally have a level 2 qualification. Appropriate experience is essential. You will need to be enthusiastic, self-motivated, energetic and committed to the education and welfare of young children. Experience working with children is desirable, as is working with children with special educational needs, and good ICT skills. Good literacy, numeracy, and oral communication skills are essential.

The Oaks is located in the residential area of Tilgate in Crawley. Our school caters for children from Reception to Year 6; we currently have 420 pupils organised into 14 classes. Established in 2004, our on-site nursery is located in the grounds of The Oaks Primary School. We offers 24 (FTE) places with sessions and full-day care for pre-school children from the age of three. The fully qualified staff work in excellent facilities as part of our Early Years Foundation Stage provision. Children develop their skills across all areas of learning in a nurturing and supportive environment, where their happiness and welfare is paramount.

We look forward to welcoming new colleagues to our team. The job description and application form is available from: www.westsussex.gov.uk/jobs/school-jobs/. Please complete the application form and apply by post to the Head Teacher, The Oaks Primary School, Loppets Road, Tilgate, Crawley, RH10 5DP. Visits are most welcome. Interviews will take place week commencing 14/11/16.

The Oaks Primary School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. This post is subject to a Disclosure and Barring Service (DBS) check, childcare disqualification declaration, and a health check.

Closing Date: 07/11/2016
Contact: Nikki McLaughlin on 01293 527473
office@oaks-tkat.org
Hassocks

The A House Pre-School

Early Years Practitioner

Qualifications: Level 2 in Early Years is essential. Level 3 is desirable. Child Protection and First Aid are desirable

Hours: Tuesday and Wednesday 9.15 - 2pm and Friday 9.15 - 1 pm. Term time only

Salary: Salaries starting; 25+ years - from £7.20 per hour. 21 - 24 years - from £6.70 p/h. 18 - 20 years - from £5.30 p/h. Under 18 - from £3.38 p/h. Dependent on qualifications and experience. (National Minimum Wage)

The pre-school is looking to recruit a fully qualified practitioner with experience of working with 2 to 4 year olds.

The role requires a solid and full understanding of the EYFS. You will be required to support young children to fulfil their potential by delivering a flexible and dynamic learning experience. You will plan activities for groups of children, as well as support individual children's preferred learning styles and needs. Strong administration and observation skills are key, as is a commitment to continued personal development. The ability to play and facilitate, scaffold and support young children's learning through play is essential. The candidate should be able to think on the go, show initiative and work as part of a small team. Finally, the candidate should be able to evidence their understanding of the EYFS and child protection and have experience being a key worker and working in partnership with parents. Additional training such as SENCO, Speech and Language etc. would be advantageous.

Please note the Recruitment Manager will not be available BY PHONE until the 6th September.

This organisation is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

Closing Date: 17/11/2016
Contact: Recruitment Manager on 01273 844250
theahouse@outlook.com
Elan Nursery (Perrymount Road)
Childcare Practitioner

Qualifications: Level 3 Childcare qualification – essential, First Aid – desirable, Food hygiene - desirable

Hours: Full-time, permanent

Salary: £8.10 per hour

We are a friendly and a busy day nursery, close to Haywards Heath station. We are open from 7 a.m till 6 p.m for 51 weeks of the year. We offer a four day contract (38 hr) with a day off during the week. We welcome both experienced and newly qualified people to our team.

The successful candidates will be assisting the Room Leaders and the Management in implementing EYFS ensuring children’s needs are met. They will be responsible for managing key children, building up professional relationships with parents and working in a busy team to enhance learning opportunities for children.

You will need thorough knowledge and understanding of the EYFS, as well as thorough understanding and knowledge of safeguarding. Experience working in a day care setting is desirable. The ability to work in a busy environment, understand children’s needs and plan for them is essential, as is being able to comply with the nursery’s policies and procedures.

Elan is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

Closing Date: 31/03/2017
Contact: Nisanka Wickramarachchi on 01444 474647
nisanka@elannursery.com
Elan Nursery (Perrymount Road)

Early Years Teacher

Qualifications: Early Years Teacher Status – essential, First aid – desirable, Food hygiene - desirable

Hours: Permanent

Salary: £20,000 per annum. Upon passing probation the candidate will be entitled to a £1500 performance-related bonus

Elan is a friendly and a busy day care setting close to Haywards Heath station. We are open 7a.m till 6 p.m. 51 weeks of the year. We offer four day contract (38 hr) with a day off during the week.

We are looking for an experienced Early Years Teacher who is enthusiastic, motivated to raise the quality of provision and improve outcome for children by leading the delivery of the Early Years Foundation Stage.

Having secure and up-to-date knowledge and understanding of early years practice with children from birth to five, and being able to put this into practice, is essential. You will need to take responsibility for leading play, care and learning, as well as establish a safe environment. You will be required to employ practices that promote children’s health and safety and physical, mental and emotional wellbeing. The ability to lead and support staff by helping them to develop and improve their practice is essential, as is the ability to guide and assist staff in ensuring that individual children’s learning and personal records are kept up-to-date.

Contact the manager on nisanka@elannursery.com for an application pack and a job description.

Elan is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

Closing Date: 24/03/2017
Contact: Nisanka Wickramarachchi on 01444 474647

nisanka@elannursery.com
**Catkins Nursery**

Nursery Practitioner

Qualifications: Level 2 or 3 in Childcare – essential. Child protection, First Aid, and Food hygiene – desirable

Hours: Full time, 40 hours a week over 4 days, with one full day off per week. Hours from 7.30am-6.30pm. All year around

Salary: £15,184 - £15,800 – depending on qualifications and experience

Catkins Nursery is a relatively new nursery, registered for 24 children aged 2 to 5 years daily. Due to an increase in numbers we are expanding our staff team. The working environment is pleasant, friendly and approachable.

The applicant needs:

- Experience working in a nursery setting with children aged 2-5 years
- Experience of record keeping and being a key person
- To enjoy the outdoors
- To be ready to deliver an exciting curriculum to the children
- A good sense of fun
- Ability to work well within a team

A term time only 'sister' setting has been operated by the owner for the past 16 years with an established reputation and Catkins provides the same high standards of care with a personal 'family' feeling. The staff team form excellent relationships with children and families using our care. Please e mail for an application form to catkinsnurseryhorsham@gmail.com

Catkins Nursery is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment.

Closing Date: 14/11/2016
Contact: Cathy Walden on 01403 258962
catkinsnurseryhorsham@gmail.com
Holy Innocents Playgroup

Early Years Practitioner


Hours:  Part time, term time only - permanent

Salary:  £7.25-£7.50 per hour, depending on qualifications

Holy Innocents Playgroup is a term-time only setting that runs from the Church Rooms in Southwater, Horsham. We are set up for the majority of the week and only pack away partially on Wednesdays. The setting has been run by the owner for the past 17 years and has a small, friendly team of practitioners and an excellent reputation within the village. We have up to 20 children attending per day; we know our children and families extremely well and have built excellent partnerships with parents and families of children using our service.

Usual nursery duties are required, as is a sound knowledge of the EYFS and preferably experience of being a key person as we keep journals for each child attending the setting. We are seeking an additional team member to join us: The applicant must be enthusiastic, dynamic and fun and enjoy getting messy. We are an 'outdoors' setting and we are found in our spacious garden for a majority of the session come rain or shine! The vacancy is for approximately 10-20 hours a week, term time only. The actual working days are flexible and all staff work a regular weekly pattern each term which may increase in the spring and summer terms.

Phone for an informal chat with Cathy Walden on 01403 218076 or email hiplaygroup@gmail.com to request an application form.

Holy Innocents Playgroup is committed to safeguarding and promoting the welfare of children and expects all to share this commitment.

Closing Date: 30/11/2016
Contact: Cathy Walden on 01403 218076
hiplaygroup@gmail.com
Midhurst

The Learning Tree (Midhurst)
Early Years Practitioner

Qualifications: A level 3 qualification in Early Years / Childcare is essential

Hours: Full time, Permanent

Salary: £7.50 per hour

Position available in Amelies Little Club Out of School Care.

We are a small club in a community, family run nursery. We have a wonderful staff team and a great outdoor classroom. You would be working as part of our Breakfast and After School club. The position would also be to work in our nursery rooms when needed. Experience working with young children is desirable.

Amelies Little Club are committed to safeguarding and promoting the welfare of children and young people and all staff, parents, volunteers and visitors are expected to respect our commitment.

Closing Date: 31/10/2016
Contact: Helena Lopes on 07908 631460
helenalopes@btinternet.com
Young Sussex Day Nursery (Shoreham)  

Nursery Practitioner  

Qualifications: Level 2 childcare qualification as a minimum – essential. Paediatric first aid - desirable  

Hours: Full-time, part time, permanent. Full Time hours: Monday - Friday 37.5 or 40 per week. We will consider applications from those looking for part-time hours  

Salary: £7.45 - £8.01 per hour  

Young Sussex is a small family business that has been providing high quality care and education for over 23 years at our nurseries in Brighton, Hove and Shoreham by Sea. We believe that our clear strong values, and over 20 years of refinement, ensure that Young Sussex offers unrivalled childcare, ensuring we are committed to the highest standard of care and education for children of all abilities and backgrounds.  

Some of the responsibilities will be to ensure the children in your group are happy, safe and engaged in a stimulating environment; ensure you plan, prepare and review planned activities; work in partnership with the parents and implement all the policies and procedures set out by the nursery. You will need to have high effective communication and organisational skills, as well as have the ability to work autonomously and competently to meet targets. Being calm, personable, confident and helpful with all matters regarding the team and teaching at the setting is essential. Having in-depth knowledge and understanding of Ofsted principles and practices is desirable.  

We operate a competency and skills based pay scheme, incentivising staff by financially rewarding them for enhancing their level of qualification and training. We offer Long Service Bonuses as well as increased holiday based on length of service.  

Young Sussex is committed to safeguarding and promoting the welfare of young children and people and expects all staff and volunteers to share this commitment.  

Closing Date: 31/10/2016  
Contact: Sarah Burt on 01273 440777  
shoreham@youngsussex.co.uk
Shoreham-by-sea

Littlesaurus Nursery

Early Years Educator

Qualifications: A full and relevant level 2 qualification in childcare is essential

Hours: Full-time

Salary: £11,440 - £18,500

Tinysaurus nurseries are looking for qualified Early Years Educators for their established nurseries in Hove, Shoreham and Burgess Hill. You must love working with children and there is opportunity for career progression. DBS checks will be conducted and paid for by the company.

It is Tinysaurus nurseries’ aim to ensure that all the children who come here receive the highest level of care, provision and education. This is only achievable if children are kept safe from harm. Therefore, safeguarding the welfare of children is part of our core business. Tinysaurus nurseries adopt the definition used in the Children Act 2004 and the Department for Education (DCSF (now DfE)) guidance document Working together to safeguard children (2010), which focuses on safeguarding and promoting children and young people’s welfare. This can be summarised as protecting children from harm by others and providing them with safe and effective care.

Closing Date: 10/11/2016
Contact: Ray Phoon on 01273 730017
accounts@supersaurusnursery.co.uk
Littlesaurus Nursery

Apprentice

Qualifications: No experience necessary for apprentice positions

Hours: Full-time

Salary: £160 - £200 per week

Tinysaurus nurseries are looking for Apprentice Early Years Educator for their established nurseries in Hove, Shoreham and Burgess Hill. Starting is between £160 to £200 per week (performance review and pay updates after three months and then regularly afterwards). National minimum wage applies after 12 months. You must love working with children and there is opportunity for career progression. DBS checks will be conducted and paid for by the company.

It is Tinysaurus nurseries’ aim to ensure that all the children who come here receive the highest level of care, provision and education. This is only achievable if children are kept safe from harm. Therefore, safeguarding the welfare of children is part of our core business. Tinysaurus nurseries adopt the definition used in the Children Act 2004 and the Department for Education (DCSF (now DfE)) guidance document Working Together to Safeguard Children (2010), which focuses on safeguarding and promoting children and young people’s welfare. This can be summarised as protecting children from harm by others and providing them with safe and effective care.

Closing Date: 10/11/2016
Contact: Ray Phoon on 01273 730017
    accounts@supersaurusnursery.co.uk
Little Rascals Day Nursery

Early Years Practitioner

Qualifications: Level 3 Childcare - essential

Hours: Full time/part time. Hours of work are 37.5 hours a week, within our opening hours 7:30am-6pm.

Salary: £14,040-£16,000 depending on qualification and experience.

We are a busy, friendly nursery, caring for children aged 3 months - 5 years. We are looking for a motivated, hardworking and reliable person to join our team and provide high quality care to our Little Rascals. You will need to have a caring and positive attitude, and experience of working with children under 5, as a key person, and a sound knowledge of the EYFS. Operating within a free flow routine you must be able to plan exciting activities in all areas of learning whilst maintaining a safe, secure and caring environment.

Please contact Tonia using the details provided for an application form.

We are committed to safeguarding and promoting the welfare of children and expect all staff and volunteers to share this commitment. This position requires a DBS check at enhanced level.

Closing Date: 31/10/2016
Contact: Tonia Maidment on 01903 600577
admin.littlerascals@ntlworld.com
Downsbrook Out Of School Club

Out Of School Club Manager

Qualifications: A full and relevant level 3 qualification in childcare is essential

Hours: Monday to Friday - 15:00 till 18:00

Salary: £9.00 - £11.00 negotiable depending on qualifications and experience

We require a motivated manager to grow and develop our out of school club. Our club provides out of school childcare for primary school children aged between 4-11 years. The After School Club operates from Monday to Friday 15:00 till 18:00. The role includes supervising the children, ensuring their safety at all times, engaging with them in aspects of play and conversation, setting up activities for children to optionally take part in, and meeting and greeting parents and providing them with feedback on their child’s time at the club. You will manage a team of play workers, ensuring they are adhering to our policies and procedures.

Candidates must be enthusiastic, honest, reliable, hardworking and most importantly willing to have fun and enjoy working with children.

You will be fully supported in your role by an established provider of out of school care. We will offer you a competitive rate of pay with paid holiday, training, a fun working environment, team building and nights out, as well as other employment and training opportunities within Preschool and Day Nursery Hours.

Please email admin.littlerascals@ntlworld.com to obtain an application form. We will invite successful applicants for an interview and a trial play session. We look forward to hearing from you!

We are committed to safeguarding and promoting the welfare of children and expect all staff and volunteers to share this commitment. The position is subject to a successful DBS clearance check at enhanced level, the cost of which is covered by the applicant. You will also be required to sign up to the DBS update service. We also follow safer recruiting practices and therefore ask all candidates to complete an application form.

Closing Date: 31/10/2016
Contact: Sharon Ashworth-Leach on 01903 600577
admin.littlerascals@ntlworld.com
Chesswood Out Of School Club

Playworker

Qualifications: Recognised childcare qualification - desirable

Hours: Part time, permanent. Term time. Monday–Friday 3pm - 6pm, with possible occasional breakfast cover 8am - 9am

Salary: £6.70 - £8.25 per hour, depending on experience

The role of play worker is fun, varied, tiring, messy and noisy, but also very rewarding! Play workers plan, organise and supervise play opportunities for children and young people. We are looking for enthusiastic, fun, friendly Play workers. A recognised childcare qualification would be ideal although not a necessity.

We ask that you:
• Enjoy working with children
• Can play and have fun
• Can work as part of a team
• Can show initiative and be well organised

You will be required to:
• Work as part of a team supporting children’s play and meeting the children’s needs
• Supervise and engage with the children and encourage their development
• Plan exciting activities in a safe environment
• Build relationships with the children and their families

During a typical After School Club session you will spend time playing both indoors and outdoors. The kind of activities you will be expected to provide and join in with are arts & craft, group games such as football, rounders, tag, dodgeball, cooking and much more! You will be required to prepare snacks and tidy up at the end of the session. You will supervise the children at all times, and make sure that safety procedures are followed.

We will offer you:
• A competitive rates of pay with paid holiday
• Training
• Fun working environment
• Team building and nights out
• Other employment and training opportunities within our preschool/day nursery

Please telephone during club hours (8am - 9am or 3pm - 6pm) or email us for an application form. The position requires a Disclosure and Barring Service (DBS) check at enhanced level. We are committed to safeguarding and promoting the welfare of children and expect all staff and volunteers to share this commitment.

Closing Date: 04/11/2016
Contact: Sarah Watson on 07857 735000
cChesswoodclub@outlook.com
Chesswood Out Of School Club

After School Club Manager

Qualifications: Level 3 in Childcare – essential

Hours: Part time. Term time. Negotiable between 2:30pm - 6:15pm, Monday-Friday

Salary: £9 - £11 per hour, depending on qualifications and experience

We require a motivated manager to grow and develop our out of school club. Our club provides out of school childcare for primary school children aged 4-11 years. The After School Club operates 3pm to 6pm, with managerial hours negotiable between 2:30pm - 6:15pm.

The role includes supervising the children, ensuring their safety at all times, engaging with them in aspects of play and conversation, setting up activities for children to optionally take part in, meeting and greeting parents and providing them with feedback on their child’s time at the club, and managing a team of play workers to ensure they are adhering to our policies and procedures.

Candidates must be enthusiastic, honest, reliable, hardworking and, most importantly, willing to have fun and enjoy working with children. Supervisory experience is essential. You will be fully supported in your role by an established provider of out of school care. We will offer you:

• A competitive rate of pay with paid holiday
• Training
• Fun working environment
• Team building and nights out
• Other employment and training opportunities within our Preschool and Day Nursery

Please email us to obtain an application form. We will invite successful applicants for an interview and a trial play session. We look forward to hearing from you!

We are committed to safeguarding and promoting the welfare of children and expect all staff and volunteers to share this commitment. The position is subject to a successful DBS clearance check at enhanced level, the cost of which is covered by the applicant. You will also be required to sign up to the DBS update service. We follow safer recruiting practices and therefore ask all candidates to complete an application form.

Closing Date: 04/11/2016
Contact: Sarah Watson on 07857 735000 / 01903 600577
chesswoodclub@outlook.com
Bright Little Buttons Montessori Nursery School

Nursery Assistant

Qualifications: NVQ Level 2 in Early Years/Childcare or equivalent – essential. NVQ Level 3 in Early Years/Childcare or equivalent – desirable. Current paediatric first aid and safeguarding children certification – desirable.

Hours: Full time/part time, term time/school holidays

Salary: £6–£7.50 per hour, depending on qualifications and experience

Bright Little Buttons is a growing, 24 place family-run Montessori Nursery School operating from a single room community hall in Broadwater. We offer high quality education and childcare for children between 2 and 5 years of age during term time, and children between 3 and 8 years of age during half terms and part of the summer holiday.

Principal responsibilities:
• Help ensure that children at the nursery are secure, settled and happy.
• Assist the management team in implementing the spirit and methodology of our Montessori approach, with regard to the Early Years Foundation Stage, and to implement and abide by the nursery’s Policies and Procedures.
• Help provide a stimulating and varied programme of formal and informal project-based activities and circle times.
• Help keep records for the children and work closely with all staff members, parents and carers and other professional agencies.
• Play an active role in maintaining the cleanliness, attractiveness and usefulness of both the Montessori materials in the classroom and the environment itself.

Desirable qualities of the applicant:
• Montessori experience – but in-house training can be provided.
• Creative ability, including confidence to support/lead singing and musical activities.
• Experience as a Key Worker and in keeping accurate records and observations.

For more information and to request an application pack, please email brightlittlebuttons@hotmail.co.uk

The management and staff team of Bright Little Buttons Montessori Nursery School are committed to safeguarding and promoting the welfare of children. To this end any offer of employment will be dependent upon a satisfactory DBS check and suitable references.

Closing Date: 04/11/2016
Contact: Nick Peck on 01903 209399
brightlittlebuttons@hotmail.co.uk