



Langley
SCHOOL

Nursery Level 2 Apprentice **(Prep School – NR8 6HU)**

Application closing date: midday on Monday 2nd August 2021

About Langley School

Langley School is an HMC boarding and day school offering an all through education to more than 800 pupils aged two to 18.

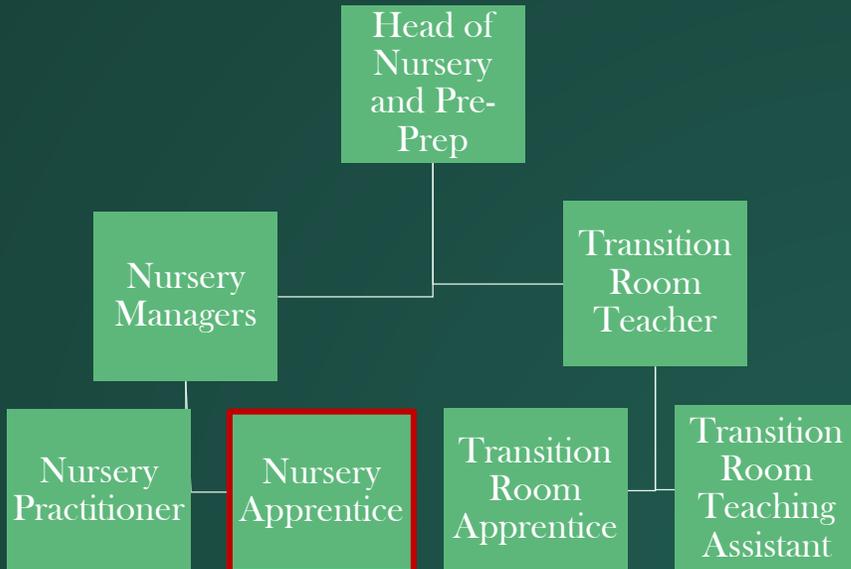
- Langley Prep School, Taverham (ages 2 to 13)
- Langley Senior School, Loddon (ages 10 to 18)

With an established legacy in providing a first-class inclusive education, Langley is an innovative, caring and stimulating place to work. It is our ambition to not only build the areas in which our strengths lie, but to lead the way as a forward-thinking and aspirational school.

Set within two enviable countryside sites, Langley's stunning green campus locations are a wonderful canvas that allow children space to breathe and grow - with the added advantage of being close to Norwich and nearby transport links Cambridge, London and Schipol Airport via Norwich Airport.

About the role

Structure



Our thriving Nursery department provides an excellent environment in which we deliver a high standard of physical, emotional, social and intellectual care for children aged 2 to 4 years. In January 2022 we will be opening our baby room ('Seedlings'), accepting babies from the age of 6 months.



Our Nursery apprentices are involved in the delivery of our Early Years curriculum, ensuring that the individual needs and interest of children in the setting are met.



Our Nursery team comprises of apprentices, practitioners and Managers who collaborate and support each other in the effective delivery of day-to-day caring and early learning needs



Key qualities of an Nursery apprentice include an enthusiasm to work with and support children, driven by a commitment to providing high quality childcare and education within our child-centred environment



Our apprenticeships offer the opportunity for continued professional development above and beyond the Level 2 qualification, such as paediatric first aid training, safeguarding courses and much more.

Purpose and job specification



As a Nursery Apprentice, you will:-

- ✓ Ensure the provision of a high-quality environment to meet the needs of individual children, having an awareness of any disabilities, family cultures and medical histories;
- ✓ Keep records of your key children's development and learning journeys and share with parents, carers and other key adults in the child's life;
- ✓ Support all staff and be an effective and collaborative team member;
- ✓ Be flexible within working practices of the setting undertaking additional responsibilities when needed such as domestic tasks, preparation of snack meals and cleaning of equipment;
- ✓ Attend out of hours activities as necessary, e.g. training, staff meetings, parents' evenings, play scheme, school fairs and similar;
- ✓ Maintain complete confidentiality at all times regarding any information relating to children, their families or other staff;
- ✓ Be supported throughout the duration of your apprenticeship with time allocated for on-the-job training as well as individual study.



Skills and experience



The Nursery Apprentice will:-

- ✓ Possess excellent communication skills and a pro-active approach to organisation and planning;
- ✓ Develop and maintain strong partnerships and communication with parents/carers;
- ✓ Uphold excellent standards of safety, hygiene and cleanliness within the department;
- ✓ Encourage Langley School's values of kindness, curiosity, confidence and integrity;
- ✓ Show enthusiasm and have a natural aptitude for working with young children;
- ✓ Consistently take a positive approach and provide a commitment to the provision of high-quality childcare and education;
- ✓ Contribute to the wider co-curricular life of the School and to be a Langley Brand Ambassador in the wider community.

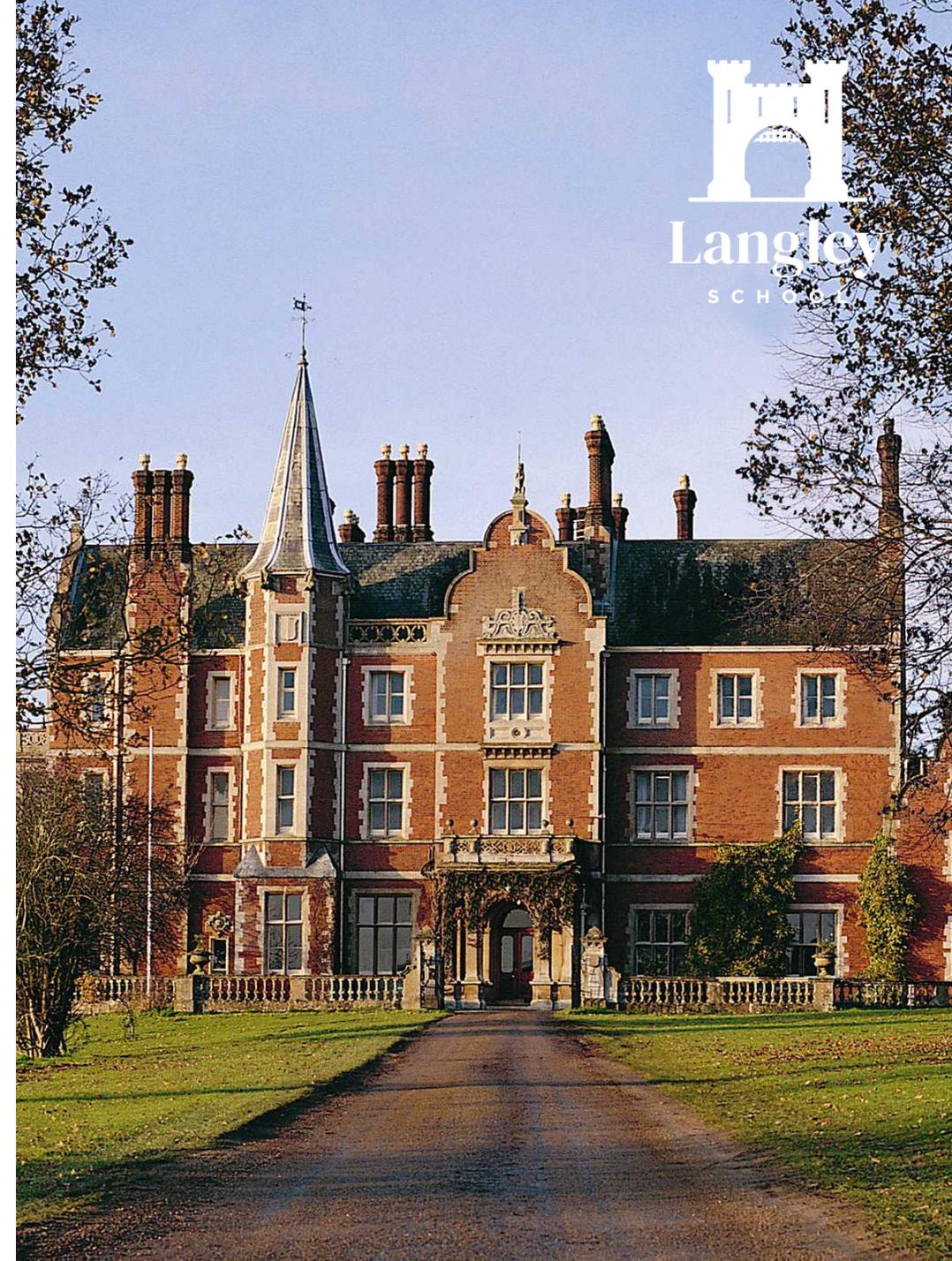


Job Overview

Nursery Apprentice

Site	Langley Preparatory School, NR8 6HU
Reporting to	Nursery Manager & Head of Pre-Prep
Apprenticeship	Working towards Level 2 Early Years Qualification
Hours	40 per week
Weeks	52
Contract type	Apprenticeship agreement for 18 months
Holiday entitlement	25 days (plus 8 bank holidays)

Langley is committed to promoting a diverse and inclusive community - a place where we can all be ourselves and succeed on merit. We offer a range of family-friendly, inclusive employment policies, flexible working arrangements, staff engagement forums, campus facilities and services to welcome and support staff from different backgrounds and part-time or flexible working applicants.





Applications should be received no later than midday on **Monday 2nd August 2021**



Any candidates shortlisted for interview will be notified by **Wednesday 4th August 2021**

Please submit a covering letter outlining your suitability for the role together with a completed application form; CV's will not be accepted as a substitution but may be submitted in addition to the application form in order to supply additional background information. Please email your application to recruitment@langleschool.co.uk and note that all information within your application will be treated confidentially.

The successful candidate will be eligible for the following benefits upon commencement of employment:

- Professional development and ongoing CPD through internal and external training
- 24/7 access to our Employee Assistance Programme
- Free School lunches
- Fee remission of up to 50% for permanent staff (subject to pro-rata calculation)
- Access to a range of pension options, including DC and TPS*

*TPS enrollment is subject to employer terms and conditions



How to make an application

Langley School is committed to safeguarding our pupils and students. All offers of employment are conditional on the receipt of appointments are subject to receipt of two satisfactory references in addition to child protection screening, including checks with previous employers and the Disclosure and Barring Service.



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Contact

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