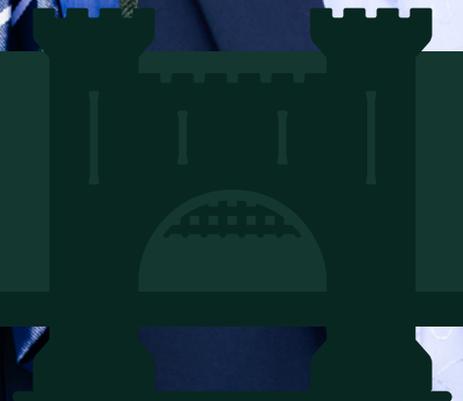




**Langley**  
SCHOOL



**Nursery Apprentice**  
Prep School, Taverham, NR8 6HU





# About Langley

Langley School is an HMC boarding and day school offering an all through education to more than 800 pupils aged 6 months to 18 years.

Langley Prep School is based in Taverham, for ages 6 months to 13 years. Langley Senior School is in Loddon, for ages 10 to 18 years.

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 to Cambridge, London and Schipol Airport via Norwich Airport.

# About the Role

From the moment they start their journey in our Nursery and Pre-Prep, our pupils' wellbeing is at the heart of everything we do and we want our children to be happy, confident, curious and importantly, kind.

We work together as a team with staff, parents and pupils to ensure that the children's first steps on the ladder of education take place in an atmosphere of warmth and kindness with lots of exciting lessons to be learned and discoveries to be made. All children are individuals and we celebrate their strengths

and support them on their journey to ensure that they begin to see that anything is possible.

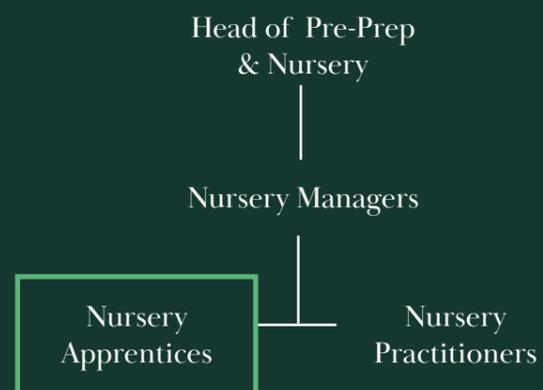
We are excited to offer the opportunity to complete an apprenticeship towards becoming an Early Years Practitioner within our thriving Bluebell Nursery, which will soon be welcoming the addition of our baby room "Seedlings" from January 2022.

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. Working with children from age 6 months to 4 years, you will help us to deliver a high standard of physical, emotional, social and intellectual care to children in our Nursery and baby room.

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.



## Structure



# 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:-

- Have existing qualifications in GCSE English and Maths, or equivalent functional skills;
- 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

<b>Site:</b>	Langley Prep School, Taverham, NR8 6HU
<b>Start date:</b>	January 2022
<b>Reporting to:</b>	Nursery Manager & Head of Pre-Prep
<b>Apprenticeship:</b>	Working towards Level 2 Early Years Qualification
<b>Hours per week:</b>	42.5 hours per week
<b>Weeks per annum:</b>	52 weeks per annum
<b>Contract type:</b>	Apprenticeship agreement for 18 months

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.

# How to make an application

Langley School is committed to safeguarding our pupils and students. All offers of employment 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.

Applications should be received no later than midday on:

**Monday 24th January 2022**

Any candidates shortlisted for interview will be notified by:

**Wednesday 26th January 2022**

The School reserves the right to interview and appoint before the application deadline.

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](mailto: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 during term-time
- 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

# Contact

**Langley Senior School**  
Langley Park  
Loddon  
NR14 6BJ  
0044 1508 520 210

**Langley Prep School**  
Taverham Hall  
Taverham  
NR8 6HU  
0044 1603 868 206

Website: [langleschool.co.uk](http://langleschool.co.uk)

Email: [recruitment@langleschool.co.uk](mailto:recruitment@langleschool.co.uk)





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