

Acorn Early Years is a charitable social enterprise providing childcare and early education, operating day nurseries, forest schools, out-of-school clubs, and specialist early years catering and training services. Our mission is to be an inspirational learning organisation and 'Putting children first' is the best way to sum up our ethos and everything we do. With a strong ethic of care, we prioritise building caring relations and a responsive approach in our dealing with everybody; in doing so, we are nurturing the social and emotional wellbeing of children and helping to build a more caring and connected society.

We are looking for an exceptional Deputy Nursery Manager for our Cold Harbour Nursery in Bletchley, Milton Keynes and for our Nursery at Westcroft, Milton Keynes, working full time 40 hours, all year round, Monday to Friday between 0730 and 1815.

**If you are offered a role before the end of May, you will receive a £500 recruitment bonus after successfully completing your 3 month probation period.**

If you hold a full and relevant Level 3 or above Early Years qualification, are passionate about inspiring and leading a team to deliver outstanding care and want to be part of a high performing team this role could be perfect for you.

What you'll be doing

- Work in partnership with the Nursery Manager/Early Years team to lead the implementation of the Early Years Foundation Stage (overseeing a holistic approach to the curriculum), including overseeing planning and record keeping
- Held accountable for the daily running of the nursery ensuring that the nursery conforms to the Statutory Requirements, Ofsted compliance guidance and Acorn's ethos and approach
- Implement and maintain high standards of care for all children attending the nursery ensuring basic care needs of individual children are met
- Develop the whole team by coaching, mentoring and being a positive role model
- Provide effective leadership and support for the staff team
- Oversee nursery administration, including bookings, invoicing and payroll
- Deploy staff across the nursery, ensuring compliance is met at all times
- Ensure a high level of well-being among children
- Develop and maintain strong partnerships with parents/carers, as well as other professionals to meet the needs of each child
- Promote the nursery to both existing and potential customers

What we can offer you

- Guaranteed professional development and continued career progression plus four company training days each year
- 75% Childcare discount at any of our nurseries or clubs
- Enhanced maternity and paternity pay
- Enhanced pension contributions
- Up to £700 recommendation bonus, depending on position
- Employee Assistance programme

What we're looking for

- Full and Relevant Level 3 or above Early Years qualification
- Experience within a Senior/Room Leader position or similar
- Confident decision maker, with previous experience providing support and leadership to others to enable staff in fulfilling their roles and responsibilities
- Strong knowledge and understanding of Safeguarding, Child Protection, and the wider legislative requirements for working with children
- Ability to build trust and strong working relationships with both colleagues and parents
- Ability to use a variety of techniques to clearly and successfully communicate with both children and adults

We look forward to receiving your application!

If you are interested, send a CV and covering letter to [HR@acornearlyyears.org.uk](mailto:HR@acornearlyyears.org.uk) or call 01908 510309 for further information.

Acorn Early Years Foundation is committed to Safeguarding and promoting the welfare of children and young people and an enhanced DBS check will be required for this role.