

Deputy Manager vacancy at The Duke of Bedford Pre-School

A very exciting opportunity has arisen at our wonderful pre-school for a Deputy Manager to join our team. We are a friendly village setting, offering a safe place where children can learn in a fun and engaging way. We know that the staff are our most valuable resource and therefore CPD is constantly built upon to develop each individual to combine to make a fantastic team. Why not come and join the fun at the Duke of Bedford Pre-School?

The successful candidate will have a desire to see each and every child reach their full potential both academically and socially. We have high aspirations working in a caring and nurturing environment, staying consistent with our School HEART Values –

Honesty
Empathy
Achievement
Respect
Teamwork



We are looking for someone who:

- Is a passionate and committed Early Years professional with strong knowledge of the EYFS.
- Is a Level 3 Early Years Practitioner with relevant experience in a nursery/pre-school setting
- Can deputise for the pre-school manager
- Is confident and can lead and inspire staff, working positively within a team
- Has the passion to work with children and help them to grow and develop
- Can deliver high standards of care to all of our children
- Can form positive relationships with colleagues, children and parents, being a positive role model
- Demonstrates initiative, flexibility and is well organised
- Can deliver a high standard of teaching with the children and record all relevant development information.

In return, we can offer:

- Children who love to learn
- Term time contract with a good work/life balance
- Training opportunities to keep knowledge up to date
- A supportive and hands on leadership team (with an experienced teacher at school overseeing and supporting pre-school)
- Friendly, welcoming and supportive colleagues

If you would like to be part of the team where you can positively contribute your passion, we would love to hear from you! Please get in touch to discuss this exciting opportunity or to arrange a visit to the school.



Closing date: Friday 7th February 2025.

Interview Date: To be confirmed.

Salary scale Grade 7, Point 12 - £14.36 per hour

Hours of work – 8.30am – 4pm (35 Hours a week), 5 days a week, term time only.

Start Date: as soon as possible.

Please come and visit us to see our brilliant children and wonderful Pre-School! We received a 'Good' rating from the last Ofsted inspection June 2019.

Please contact Mrs Pepper, Tel 01733 270243 or email paula.pepper@dukeofbedford.net to arrange a visit and for the application pack or you can download the application pack from our website: <https://www.dukeofbedford.peterborough.sch.uk/>

The Duke of Bedford Primary School is committed to safeguarding and promoting the welfare of children in our care. All staff and volunteers are expected to share this commitment. In our school we create a culture of safeguarding which is the responsibility of all staff.

When applying for a post at The Duke of Bedford School, you will be subject to a safer recruitment process as follows:

- If you are shortlisted, you will be required to complete a self-disclosure, which you will need to bring with you to the interview (in an envelope marked confidential).
- During the interview process, the interview panel will explore your skills, experience and attitudes and the questions asked will include questions about safeguarding of children.
- All successful candidates will be subject to an enhanced DBS check with barred list.
- Shortlisted candidates will be subject to an online search.

Submitting an application

Please ensure that you complete all relevant information on the application form and email this to paula.pepper@dukeofbedford.net