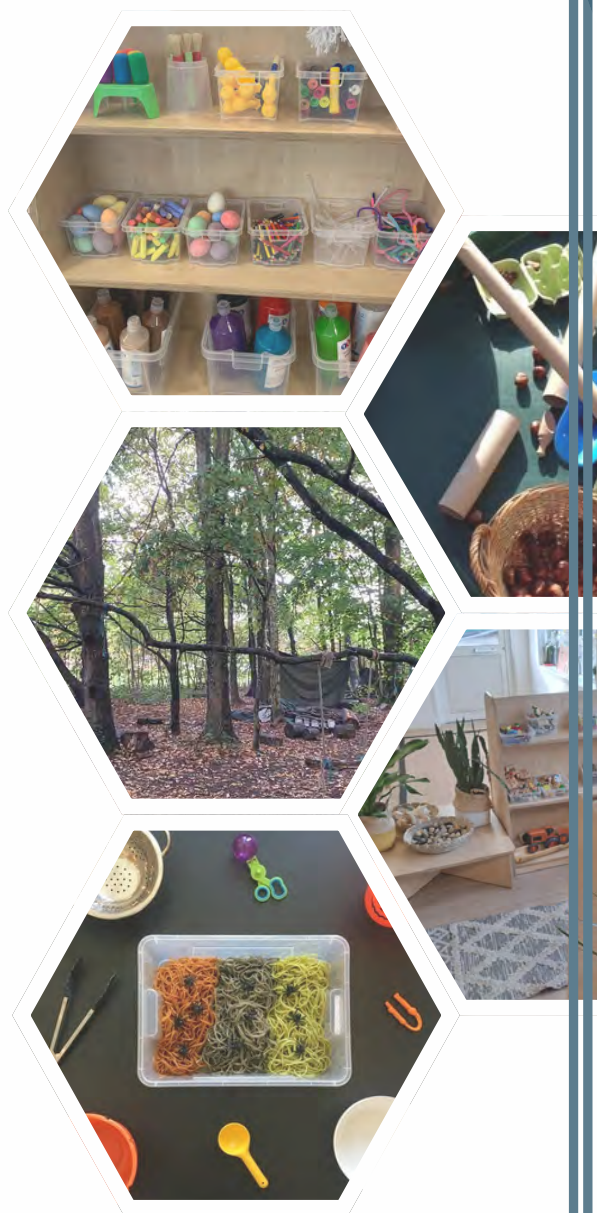


Nexus Education Schools Trust

NEST Nurseries



Nursery Practitioners Recruitment Pack



Job Advert

We are seeking passionate and experienced Nursery Practitioners to join our nursery team. In this role, you will support the Nursery Team in upholding our vision and values, safeguarding and promoting the health, safety and welfare of the children.

Key Responsibilities:

- Support the delivery of a high-quality, inclusive early years curriculum.
- Promote and uphold the nursery's vision, values, and key principles.
- Maintain a safe, nurturing, and stimulating environment for all children.
- Act promptly and professionally in all safeguarding matters.
- Liaise effectively with external professionals to support individual children's needs.

Salary	Commensurate with experience S3 - S4 (£28,617 - £29,025 FTE) £15.24 - £15.46 per hour
Location	NEST Nurseries The Annex, Pickhurst Infant Academy Pickhurst Lane West Wickham BR4 0HL Tel: 020 8462 3399 www.nestnursery.org
Hours	Role A: 18 hrs Mon, Tues, Thurs (8.45 - 15.15) Role B: 30.25 hrs Mon, Wed, Thurs, Fri (12.30 - 18.00) Tues (8.45 - 18.00) 38 weeks per year with additional days required for INSET training for which you will timesheet.
Reports to	Nursery Manager
Start Date	01 September 2026
Closing Date	Midday on Thursday 16 July 2026 Email application forms to recruitment@nestschools.org
Interviews	From Monday 20 & Tuesday 21 July 2026 <i>We reserve the right to interview suitable candidates prior to the closing date.</i>

NEST Nurseries

Welcome to NEST Nurseries – Where Every Child’s Journey Begins with Care and Inspiration

At **NEST Nurseries**, we believe that every child deserves the very best start to their early learning journey. Our nurturing environment, combined with exceptional care and inspiring educational experiences, ensures that each child feels valued, supported, and empowered to thrive.

Children are at the heart of everything we do. We are committed to meeting their individual needs so they can grow emotionally, socially, and academically. Through high-quality interactions, a stimulating environment, and a thoughtfully designed curriculum, we spark curiosity and foster a lifelong love of learning.

Our approach is grounded in proven early years pedagogy and research. We deliver an ambitious and inclusive curriculum that challenges and supports every child, helping them to reach their full potential. We are fully aligned with the Statutory Framework for the Early Years Foundation Stage (EYFS), ensuring that all children are safe, healthy, and well-prepared for school and beyond.

Our dedicated team is trained to deliver a diverse and enriching curriculum, tailored to each child’s unique strengths and interests. At **NEST Nurseries**, we don’t just prepare children for school – we lay the foundation for a confident, capable, and joyful future.

Visits to the Nursery are strongly encouraged. Please contact them direct to arrange this.
Tel: 020 8462 3399

Nexus Education Schools Trust (NEST) a rapidly growing Multi-Academy Trust with 20 vibrant primary schools across Bromley, Kent, Lewisham and Southwark. Over the past five years, we’ve invested in state-of-the-art facilities, ensuring our schools provide exceptional learning opportunities for every pupil.

We are proud partners with a number of multi-academy trusts and groups of maintained schools, creating a collaborative network that enhances educational experiences across the region. As part of our commitment to developing outstanding teaching, we also oversee the Thames South Teaching School Hub, delivering high-quality teacher training and professional development in Bromley, Bexley and Greenwich.

At NEST, we believe in the power of collaboration. Our schools are united by a shared dedication to creating a culture of continuous learning, where inclusion is at the heart of everything we do. Each school plays a vital role in building a strong, interconnected professional learning community, driving success across our entire trust.

We are driven by a clear, moral purpose:

“To provide excellence and opportunity for all, transforming lives through education and inspiring the leaders of tomorrow”

Nexus Education Schools Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. The successful candidate will be required to undergo an enhanced DBS clearance.

Nexus Education Schools Trust

We're proud to offer:

- **Endless Growth Opportunities:** Access to ongoing professional development to help you thrive in your career.
- **Thriving Partnerships:** Strong collaborations with schools to enhance your impact and network.
- **A Happy and Supportive Team:** Work alongside a motivated, friendly, and encouraging group of professionals. We are committed to helping you achieve your professional goals.
- **Comprehensive Training and Development:** NEST supports the continuous growth of all our staff.
- **Course and Qualification Opportunities:** Enhance your skills for your current role or prepare for future opportunities.
- **Career Advancement:** Gain qualifications that can help you progress within the organisation.
- **Resources You Deserve:** A well-equipped environment with the tools and support you need to succeed.
- **Innovative Culture:** Join an organisation that values creativity, teamwork, and fresh ideas.
- **Exclusive Perks:** Enjoy staff benefits like the Cycle to Work scheme and technology discounts.
- **Special Discounts:** Gain access to CSSC Benefits, BHN Extras and Blue Light Card savings, making your life outside work even better.

Welcome from the CEO

Dear Candidate,

Thank you for expressing your interest in joining **Nexus Education Schools Trust**. We are delighted that you are considering becoming a part of our community.

This is an incredibly exciting time for our schools, as the Trust continues to grow and thrive. Currently, all our schools are rated as good or outstanding, with strong leadership teams dedicated to delivering a rich variety of opportunities and outstanding outcomes for every pupil.

At **Nexus Education Schools Trust**, we are guided by a vision to empower individual academies to flourish with true autonomy while fostering a strong culture of support and collaboration across all our schools. Central to everything we do is a commitment to making child-centred decisions and choices.

Our mission is to:

- Nurture every individual,
- Provide exceptional educational opportunities and outcomes,
- Empower all to succeed, and
- Transform the life chances and aspirations of our pupils, equipping them to thrive as fulfilled individuals in an ever-changing world.

We also celebrate the uniqueness of each school's community and the vital contributions they make to ensuring the best education and experiences for our pupils. Every school is fundamental to our collective success. We firmly believe that, together, we can achieve more—delivering higher educational outcomes, broader opportunities for our pupils, and enhanced prospects for our staff and communities.

As a member of NEST, you will join a Trust that champions collaboration, mutual support, and a shared commitment to excellence. We are looking for individuals who:

- Share our values and vision,
- Are enthusiastic about working collaboratively with colleagues both within and beyond their school,
- Are dedicated to continuous development and professional excellence, and
- Are passionate about providing the highest standards and opportunities for all children.

We hope this information inspires you to take the next step in your career with us. We look forward to receiving your application and wish you the very best as you consider this exciting opportunity.

Regards

Paula Farrow OBE
CEO
Nexus Education Schools Trust



Nursery Practitioner - Job Description

Main Purpose of the Role:

To support staff to deliver a high-quality inclusive curriculum and nurturing environment for all the children attending the nursery. To have a strong commitment and secure knowledge of safeguarding and act promptly and professionally. To be able to liaise with a range of professionals to support children's needs.

As Nursery Practitioner, you will need to:

Safeguarding and Health & Safety

- Safeguard and promote the health, safety and welfare of children in line with our child protection policy and procedures and KCSIE.
- Support the Nursery Manager to oversee the health and safety of children and staff is maintained during all activities, both inside and outside the setting.
- Support in maintaining the highest safety and care, by ensuring ratios are compliant when working with children across the nursery.
- Be aware and compliant with risk assessments, policies and procedures.
- Ensure high standards of hygiene and cleanliness are always maintained, this includes nappy changing and toilet training.
- Undertake certain domestic jobs within the nursery, e.g. Cleansing of equipment and the cleaning of rooms/spaces used by the children. Ensuring the nursery is kept clean and tidy.
- Assist with serving the children's lunches, to stack the dishwasher, wash-up any extra dishes and to generally clear the sink area as needed.
- Keep up to date with the Health and Safety at Work Act and implement this as their practice.
- Record accidents/incidents on the correct forms and ensure parents are informed using the correct systems.
- Follow the correct NEST Nurseries procedures, always ensure that someone known and agreed by the nursery and parent/carer, collects the child.

Teaching, Learning and Assessment

- Support in delivering exceptional care and education to all children as set out in the Early Years Foundation Stage Curriculum and Statutory Guidance.
- Promote the vision, aims and ethos of NEST Nurseries at all times.
- Promote and maintain the high standards of the nursery and demonstrate this at all times to parents, staff and visitors both in working and non-working hours.
- Effectively deliver the key person approach using the NEST Nurseries Policy.
- Support the planning and delivery for rich learning opportunities and exceptional care that helps all children to develop and meet their individual needs, regardless of any disabilities, family backgrounds or medical history.
- Ensure children's next steps are met through an enabling environment that provides stimulating and engaging learning opportunities, where high quality interactions are central to children's learning.
- Promote, model and follow guidelines implemented for managing behaviour including supporting children to manage their own feelings and behaviours and develop their executive function.

Nursery Practitioner - Job Description

- Support the Nursery Management Team in ensuring that British Values are incorporated and demonstrated through the NEST Nurseries' curriculum.
- Support the Nursery Management Team in ensuring that the NEST Nurseries curriculum and resources available, reflect the ethnicity and diversity of children and the wider community.
- Make accurate and effective assessments, which reflect the needs, interests, stages of development of the child, then planning and implementing effective next steps.
- Ensure that child records, such as online learning journals/next steps and individual folders are kept up to date.
- Effectively communicate with parents/carers about their child's progress and stages of development, completing reports when needed.
- Support in early identification and intervention for children (particularly children in key worker groups) with possible additional needs.
- Engage in evidence-based practice and training undertaken or delivered by the nursery to impact on children's outcomes.
- Accompany small groups of children on regular local outings. e.g. to the shops, park etc.
- Adhere to timetables, systems and routines to ensure a consistent approach on a day-to-day basis.
- Continually work in partnership with colleagues, parents and/or carers or other professionals to meet the individual needs of the children ensuring a diverse and inclusive approach is always maintained.
- When provided, keep up to date with changes in the curriculum and developments in best practice as well as legal legislation.
- Attend staff meetings and staff training days.
- Undertake CPD to enhance your role or impact the outcomes of the children in the nursery.
- Ensure internal policies and procedures are adhered to whilst also meeting external legislation and guidelines from the Trust.
- Ensure confidentiality of all information received and shared and follow GDPR policy.
- Assist in the provision of support and guidance to students on a placement within the nursery.
- To engage in performance management and supervision meetings and proactively implement actions as agreed.
- Carry out any other duties requested by the Nursery Lead, Nursery Manager or Deputy Manager that may reasonably be expected from a Nursery Practitioner.

Continuing Professional Development:

- Participate in the Performance Management Scheme.
- Undertake any necessary professional development as identified.

Additional Points:

- While every effort has been made to outline the main duties and responsibilities of the post, not every individual task may be specified.
- All staff must comply with Nursery and Trust policies.
- Employees are expected to comply with any reasonable request from a manager to undertake work of a similar level that is not detailed in this job description.
- The Trust will make reasonable adjustments to the job and working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.
- The job description may be subject to amendment or modification should circumstances change. Any changes will be discussed with you initially. If a disagreement arises, you will have the opportunity to resolve the matter with your line manager, and you may be accompanied by a Trade Union representative if you wish.

Nursery Practitioner - Job Description

Special Conditions of Service

This post is exempt from the Rehabilitation of Offenders Act (1974). The amendments to the Exceptions order 1975 (2013 & 2020) provide that certain spent convictions and cautions are 'protected' and are not subject to disclosure to employers and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found on the Ministry of Justice website. The central offices are based in a school and candidates are required to comply with Trust safeguarding and DBS procedures.

Policies and Procedures

Ensure, comply and be aware of all school policies and procedures in relation to all aspects of the school's management, teaching and learning.

Contacts and Relationships

Provide the specified standard and level of service that is expected, noting and passing on any shortfalls or potential improvements. Maintain high professional standards of attendance, punctuality, appearance, conduct and positive courteous relations with pupils, parents/carers and colleagues.

Equalities

Ensure the school's equal opportunities policies are implemented and that statutory responsibilities regarding individuals and service delivery are met.

Data Protection

Nexus Education Schools Trust (NEST) is committed to protecting your privacy when you apply for a position with us. We ensure your information is kept safe and used in a reasonable and ethical manner. As the data controller, NEST manages how your personal information is processed and for what purposes. All staff must maintain confidentiality regarding pupils, staff, and parent information. For more details, please refer to our Data Protection Policy at www.nestschools.org

This job description may be amended at any time after discussion with you.

Nursery Practitioner - Person Specification

Qualifications and Training:

- A minimum NVQ 3 or equivalent in early years childcare is desirable. A willingness to train to gain needed qualification is essential.
- Current Paediatric First Aid/ Level 2 Food Safety Qualification or willingness to train.
- A secure understanding of the Early Years Foundation Stage Framework.

Knowledge and Understanding:

- The ability to ensure that the vision of NEST Nurseries is effectively implemented.
- A good understanding of early years pedagogy and child development, acquired through experience, research and high-quality training.
- An understanding of the needs and feelings of children. An understanding of brain development and attachment in young children is beneficial.

Skills and Abilities:

- A reflective attitude, with the ability to be flexible and respond to everyday challenges with a positive, solution focused approach.
- Good organisational skills to plan the day and respond to the different needs of the children you teach.
- An ability to work independently with children, as well as being able to work in the wider nursery team.

Personal Qualities:

- Enjoy being active and outdoors in all weathers - this is a physically demanding role which requires an adequate level of mobility. If there are any facts which will impede on this, you must inform the nursery manager or deputy as soon as possible.
- Excellent communication and listening skills.
- The skills to work as a member of a team and be able to take instruction from Management.
- Be happy and approachable with children and families.
- The ability to inspire and enthuse young children.
- Energy, resourcefulness, responsibility, patience and a caring nature.
- A sense of humour and the ability to keep things in perspective.



Nexus Education Schools Trust

The application process

Nexus Education Schools Trust is committed to safeguarding and promoting the welfare of children and young people in its schools. We comply with the statutory legislative requirements and guidance, including 'Keeping Children Safe in Education', and we follow a rigorous selection process which seeks to discourage and screen out unsuitable applicants.

Safer Recruitment

Our job descriptions and person specifications confirm individual responsibility for safeguarding the welfare and well-being of children and young people. All posts are subject to Enhanced Disclosure and Barring (DBS) checks.

Application Stage

We require all applicants to complete our Application Form which seeks to elicit the information we require to undertake the shortlisting process and to assess the applicant's suitability for the post they have applied for. We do not accept CVs in place of a completed Application Form. We reserve the right to reject any applicant who has failed to fully complete our Application Form.

Shortlisting

Only those candidates who meet the criteria outlined in the person specification will be shortlisted. We carry out online and social media searches as part of our due diligence on shortlisted candidates. If we identify any of concern to us, then this will be raised and explored during the interview.

Interview

1. Shortlisted candidates will take part in an in-depth interview and selection process.
2. Employment references will be sought before an interview.
3. Candidates will be asked to complete a Self Declaration Form in respect of their criminal record and to return this prior to the interview.
4. Candidates will be asked to address any discrepancies, anomalies, or gaps in employment in the application form including their employment history. Candidates will be invited to discuss any disclosures in their self-declaration form and any queries we have arising from the information provided in their employment references and/or our online and social media searches.
5. Proof of right to work in the UK and any relevant qualifications must also be provided at the interview.

Appointment

An offer of employment is conditional upon us being satisfied with the outcomes of all the following checks:

- Verification of the candidate's identity.
- An Enhanced Disclosure and Barring Service Certificate (DBS) including a Children's Barred List check
- An assessment of fitness to work to ensure that a candidate has the health and physical capacity for the job
- Overseas criminal record and overseas professional registration checks where a candidate has lived, worked or qualified overseas
- Verification that the candidate is not the subject of a prohibition order or section 128 direction made by the Secretary of State
- Compliant employment references
- Verification of qualifications and professional registrations relevant to the candidate's role
- Verification of the candidate's right to work in the UK
- Verification that candidates employed in reception classes, or wraparound care for children up to the age of 8, are not disqualified from working in these settings under the 2018 Childcare Disqualifications Regulations.

On appointment and annually thereafter, all colleagues are required to undertake Safeguarding training, Cyber Security training, GDPR training and to reaffirm and disclose any changes to their criminal record, and to read and confirm their adherence to Part 1 of Keeping Children Safe in Education, our child protection and safeguarding policy, behaviour policy and code of conduct (which includes our requirements in respect of ethical and professional standards and professional boundaries). All school based staff will be required to undertake first aid training.



Nexus Education Schools Trust

Our contracts of employment place an ongoing requirement on all colleagues to immediately notify us if they are the subject of a police investigation, are released under investigation, or receive a caution or conviction.

Recruitment of Offenders

All posts within NEST are, (by the reason of The Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended)) exempt from the provisions of the Rehabilitation of Offenders Act 1974. This means that all applicants for employment with the Trust must disclose all unspent cautions and convictions and all unprotected spent cautions and convictions. An explanation of when a spent conviction is unprotected is available on the Ministry of Justice website.

- If relevant information (whether concerning previous convictions or otherwise) is volunteered by an applicant during the recruitment process or obtained through a DBS check, we will consider the following factors before reaching a recruitment decision:
- whether the conviction of other matter revealed is relevant to the position in question;
- the seriousness of any offence or other matter revealed;
- the length of time since the offence or other matter occurred;
- whether the applicant has a pattern of offending behaviour or other relevant matters; and
- the circumstances surrounding the offence and the explanation(s) offered by the convicted person.

If the post involves regular contact with children, it is our normal policy to consider it a high risk to employ anyone who has been convicted at any time of any of the following offences: murder, manslaughter, rape, other serious sexual offences, grievous bodily harm or other serious acts of violence, class A drug-related offences, robbery, burglary, theft, deception or fraud.

If the post involves access to money or budget responsibility, it is our normal policy to consider it a high risk to employ anyone who has been convicted at any time of robbery, burglary, theft, deception, or fraud.

If the post involves some driving responsibilities, it is our normal policy to consider it a high risk to employ anyone who has been convicted of dangerous driving or of an offence of driving under the influence of alcohol or drugs, within the last 10 years.

Probation

All new colleagues will be subject to the NEST probation procedure for four months. The probation procedure is to enable the assessment of a colleague's suitability for the job for which they have been employed, which includes the monitoring and review of their performance of their duties, skills, qualifications, and experience outlined in the job description and person specification and their suitability to work with children and young people.

Equal Opportunities

NEST recognises the value of, and seeks to achieve, a diverse workforce that includes people from all backgrounds. We take positive steps to create an employment culture in which people feel confident about being treated with fairness, dignity, and tolerance irrespective of their differences. This commitment extends beyond the relationship between the conduct of colleagues, potential colleagues, and the whole community. We are committed to the elimination of unlawful discrimination and the promotion of good relations between all.

General Data Protection Regulations

NEST is committed to ensuring that your privacy is protected. By signing a contract of employment, you understand that NEST, and/or agents appointed by the trust, process your personal data, including "special category personal data" as defined in the General Data Protection Regulations (GDPR), for the purposes of the operation, management, security and/or administration, as well as, complying with applicable laws, regulations, and procedures. The information you provide (except equality monitoring information) may be shared with partner organisations that provide services to NEST. Further information on our data protection policy and privacy notices can be found on the NEST website.

www.nestschools.org

Our Trust



Alexandra
Infant
School



CHILDERIC
PRIMARY SCHOOL



John Keats
Primary School



www.nestschools.org