



Umberleigh Academy Advert

Foundation Stage Worker

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Role Overview

Job Title: Foundation Stage Worker

Start Date: ASAP

Salary: £13.05 (Grade B)

Hours Per Week: 15 (08:45am - 12pm Monday to Friday *including 15 minute unpaid tea break*)

Status: Fixed Term until 31st August 2026

Closing Date: 12 Noon on Monday 1st June 2026

Interview Date: Week commencing Monday 8th June 2026

Are you friendly, reliable and passionate about working with children? Umberleigh Academy is looking for a dedicated Foundation Stage Worker to join our supportive and welcoming team. This is a fantastic opportunity to play an important role in the daily life of our school community, helping to create a safe, happy and nurturing nursery experience for our pupils.

This role is offered on a fixed-term basis to support an increase in pupil numbers during the summer term, helping us accommodate families on our waiting list while ensuring every child continues to receive the care, encouragement and supervision they need to thrive.

Working alongside the Head of School and wider team, you will support children through both adult-directed and child-initiated activities, helping to promote their learning and development. You will also help prepare resources, support children's progress towards learning outcomes and ensure safeguarding procedures are followed at all times.

This is a rewarding opportunity to make a real difference in children's early learning experiences while becoming part of a caring and dedicated school community.

Why Join Us?

We offer a welcoming environment where teamwork and professional development are highly valued. In-service training is provided where appropriate. Additional benefits include:

- Pension: Membership of a generous pension scheme (LGPS)
- Health & Wellbeing: Access to Medigold Occupational Health who provide our employees with a range of free health and wellbeing benefits including access to Thrive; a mental wellbeing app and free seasonal flu vaccinations.
- Work-Life Balance: Wellbeing and Long Service days
- Schemes: Cycle to work scheme

For more information and to view the full details of this role, you can access the advert via our website at www.teamacademytrust.com/vacancies

We actively welcome visits to our schools. Should you have any further questions or wish to arrange a visit, please contact Corrinne Smith Head of School via admin@umberleigh-primary.devon.sch.uk

How to Apply

If you would like to contribute to a Trust committed to providing outstanding learning experiences for all pupils, please apply via mynewterm. To submit your application, you will be required to register as a candidate and complete the full application form on their platform, as we are strictly unable to accept CVs.

As this post is advertised on multiple platforms, we reserve the right to interview upon receipt of suitable applications; candidates are therefore encouraged to apply at their earliest opportunity.

TEAM Multi-Academy Trust is committed to safeguarding and promoting the welfare of children and expects all its staff and volunteers to share this commitment. An Enhanced DBS check will be undertaken and references taken up before interview. All shortlisted candidates are subject to a pre-employment online search prior to interview.



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Person Specification

In your supporting statement and application form, please demonstrate how you meet the essential criteria for the role. All other criteria are considered desirable.

Attribute	Essential	Desirable
Experience	<ul style="list-style-type: none"> Experience of working with children of relevant age in an early learning environment. 	<ul style="list-style-type: none"> Experience of working in a school environment. Experience of working as part of a team.
Practical Skills	<ul style="list-style-type: none"> Ability to relate well to children and adults including other professionals, carers and parents. Ability to demonstrate and promote good practice in line with the ethos of the school indoors and out doors. Firm commitment to protecting and safeguarding children at all times. 	<ul style="list-style-type: none"> Consistent approach with children and parents.
Communication	<ul style="list-style-type: none"> Have sufficient understanding and use of English to ensure the well being of children in their care 	<ul style="list-style-type: none"> Ability to promote and market the service to the wider community.
Personal Qualities	<ul style="list-style-type: none"> Work constructively as part of a team. Understand nursery and foundation stage unit roles and responsibilities and your own position in them. Calm, consistent approach and ability to be warm, welcoming, personable and empathetic. Able to maintain confidentiality. 	<ul style="list-style-type: none"> Working knowledge of relevant policies and codes of practice and awareness of relevant legislation.
Technology / IT Skills	<ul style="list-style-type: none"> Ability to use other technology to support learning such as video and photocopier. 	<ul style="list-style-type: none"> Ability to effectively use ICT to support learning
Education and Training	<ul style="list-style-type: none"> Willingness to participate in other development and training opportunities as needed Commitment to lifelong learning with emphasis on literacy and numeracy skills. A full and relevant level 2 qualification Safeguarding awareness or the ability to work towards 	<ul style="list-style-type: none"> Numeracy/literacy skills (at least equivalent to level 2 of the National Qualifications Framework) Paediatric First Aid or Emergency Paediatric First Aid Manual Handling



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Job Description

Job Purpose:

Work under the guidance of the teaching and senior staff using experience and expertise in Early Years, Care and Learning, in an agreed system of supervision.

Responsible to:

Academy Head of School Corrinne Smith. Foundation Stage Unit Lead and Practitioners.

Main Duties and Responsibilities:

- Implementing agreed practice with individuals and groups of children, inside and outside the nursery or foundation stage unit
- Work with the teacher and senior staff in the observation, assessment and planning cycle and to manage and prepare resources
- Engage with and support children's learning and generally support children with set activities, independent problem solving and creative play.
- Supervise children outside usual school hours, including before and after school and at lunchtimes as required.
- Accompany teaching staff and children on visits, trips and out of school activities as required and take responsibility for a group under the supervision of the teacher or senior staff.



Part of TEAM Multi-Academy Trust



Umberleigh Academy Contact Information :



01769 540362



www.umberleigh-primary.devon.sch.uk



Umberleigh, Devon EX37 9AD