



Lead Educator – Over 2s

Information Pack

March 2026





## Nursery Information

Little Pips Nursery, a state-of-the-art Early Years education facility, opened its doors in September 2025 on the grounds of Pocklington School. This exciting development reflects the School's strong commitment to the area and its desire to create a resource that benefits every child in the community.

Little Pips Nursery was born from a vision to provide truly exceptional Early Years education. Backed by the expertise and resources of Pocklington School, the nursery offers a nurturing haven where children aged 0 to four years can thrive. Little Pips provides flexible care options, including the government-funded 30 hours of free childcare scheme, alongside extended hours to meet the needs of busy families.

## Our Nursery

The brand-new nursery has been thoughtfully designed to create a warm and nurturing environment for young children and babies. Featuring natural materials, plants, and abundant sunlight, the environment seeks to inspire curiosity and encourage exploration. Alongside indoor spaces of the very highest quality, which include a Piazza for the nursery community to come together, and an artist's studio, Little Pips has invested significant funds in the outdoor area, to provide children with a large, bespoke outdoor environment in which they can explore, experiment and embark on adventures without limits.

## Our Approach

Central to Little Pips Nursery is its adoption of the Reggio Emilia approach, an internationally recognised educational philosophy originating in Italy. This approach views children as curious, capable, and competent individuals, placing emphasis on creativity, collaboration, and exploration to foster a lifelong love of learning and respect for each child's unique interests.

What sets Little Pips apart is its comprehensive offering. The nursery combines the expertise of highly qualified and passionate educators with access to Forest School sessions, and the use of 32 acres of outdoor space. Children also benefit from nutritious, locally sourced meals prepared by an in-house chef, creating a truly holistic approach to early years care and education.

Understanding the needs of busy parents, the nursery offers a unique feature: 'The Pip Stop!' This welcoming space allows parents to take a moment for themselves—whether to enjoy a coffee, catch up on emails, or simply recharge—before starting the rest of their day.

# Employee Benefits

The following are on offer as part of your employment with the Nursery. For further information on anything detailed here, please speak to the Human Resources Team. Benefits are subject to change.

**Generous Leave Entitlement** – includes holiday and other leave

**Competitive Pension Scheme** – competitive employer contribution rates for all staff (salary sacrifice available where applicable)

**Death in Service Benefit** – 3 times basic annual salary

**Discounted Nursery Fees for Permanent Staff**

**Discounted Gym Membership** - Francis Scaife Leisure Centre (Pocklington)

**Employee Assistance Programme** – offering a health, wellbeing, 24/7 online GP and counselling service for staff and their families

**Private Healthcare** – access to private healthcare provision through Benenden at competitive rates

**Employee Discount Portal** – access to savings and discounts portal

**Free Lunch** - whilst on duty

**Free Staff Room Refreshments**

**Enhanced Maternity, Paternity and Adoption Pay**

**Enhanced Sick Pay Arrangements**

**Free parking**

**Cycle to Work scheme** - this scheme is offered on a salary sacrifice basis, allowing eligible staff to benefit from reduced tax and NI payments.



# Job Advert

## Our Nursery

Little Pips Nursery, a state-of-the-art Early Years education facility, opened its doors in September 2025 on the grounds of Pocklington School. Little Pips Nursery was born from a vision to provide truly exceptional Early Years education. Backed by the expertise and resources of Pocklington School, the nursery will offer a nurturing haven where children can thrive. What sets Little Pips apart is its comprehensive offering, the nursery combines the expertise of highly qualified and passionate educators, inspired by the Reggio Emilio approach, with access to our art studio, Forest School and the use of 50 acres of outdoor space creating a truly holistic approach to early years care and education.

## The Role

We are seeking an experienced and passionate Lead Educator (Over 2s) to help lead our vibrant Children's Community.

This is an exciting opportunity for a skilled early years practitioner who is ready to combine in-room leadership with wider responsibility for quality and organisation across the Over 2s provision.

The successful candidate will lead one of our Over 2s rooms, modelling excellent practice while supporting colleagues to deliver high-quality, enquiry-led learning experiences. The role also includes a half-day of non-contact leadership time each week to support monitoring, organisation and staff development.

## The team

You'll be part of a nurturing, innovative team working with supportive, experienced and dedicated teaching professionals along with new recruits such as yourself. You'll play a key role in supporting the smooth operation of a setting that celebrates creativity, individuality, and collaboration. Together you will make a significant impact on the future of early childhood education within a forward-thinking, Reggio Emilia-inspired nursery.

## What you'll receive

- Competitive Salary of £31,324 per annum (£15.06 per hour)
- Training and support to meet your individual needs with opportunities for professional growth and career progression
- 33 days holiday (includes bank holidays)
- Defined contribution pension scheme (5% employer contributions, 3% employee contribution)
- 50% fee discount for children attending the nursery
- Free high quality lunch
- Free on-site parking

## You will have:

- A Level 3 Early Years qualification or above
- Strong knowledge of the EYFS and child development

- Confidence in leading practice and supporting colleagues
- High expectations for quality, professionalism and teamwork

Previous knowledge of the Reggio Emilia approach is not required. However, the successful candidate must be enthusiastic about professional learning and willing to undertake high-quality UK-based training to support their development in this area.

We are particularly interested in educators who:

- Are thoughtful and reflective practitioners, able to observe children closely and respond to their ideas and interests
- Take pride in high standards of communication, professionalism and teamwork
- Are excited to contribute to a nursery where pedagogy, environment and relationships are taken seriously

### Next steps

To find out more please contact Abby Holtby, Nursery Manager on 01759 321685 / [nurserymanager@littlepips.com](mailto:nurserymanager@littlepips.com) or Abby Popely in the HR team on 01759 322666 / [popelya@pocklingtonschool.com](mailto:popelya@pocklingtonschool.com)

Please apply on MyNewTerm via <https://www.littlepips.com/careers>

Closing Date: **9am 9<sup>th</sup> April 2026**

At Little Pips we believe that educators deserve inspiring environments and professional respect, just as much as the children we care for.

If you are passionate about early childhood education and want to be part of a team committed to thoughtful, high-quality practice, we would love to hear from you.

*At Pocklington School and Little Pips we strive to inspire, support & celebrate equity, diversity & inclusion, indeed this is so fundamental that it is one of our core strategic objectives. As such we are committed to promoting equality and diversity within our workforce. As part of our recruitment process, we actively encourage applications from individuals of all backgrounds, experiences, and identities, including but not limited to race, ethnicity, gender, sexual orientation, disability, and age. We recognise the value of diverse perspectives and believe that a diverse team enhances innovation, creativity, and success. We strive to create an inclusive environment where all employees feel valued, respected, and empowered to contribute their best.*

*Pocklington School Foundation is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. The successful applicant will be required to undertake an enhanced disclosure via the DBS.*



# Job Description

## Lead Educator - Over 2s

### Reporting To:

Nursery Manager

The Lead Educator – Over 2s is responsible for the day-to-day organisation, quality, and smooth running of the Children’s Community. The role provides pedagogical leadership, operational oversight and professional guidance to ensure children experience rich, purposeful learning opportunities that nurture curiosity, independence and deep thinking. This is an in-room leadership role. The post-holder will lead one of the Over 2s rooms while also supporting the wider organisation and quality of provision across the department. Working in partnership with the Pedagogical Lead, the Lead Educator ensures high standards of practice, consistency of approach and compliance with statutory requirements across the Over 2s provision.

**March 2026**

## Key Responsibilities:

### 1 Department Organisation & Leadership

- Lead the day-to-day organisation of the Over 2s provision, ensuring routines, environments and experiences are well structured and responsive to children’s needs.
- Lead one of the Over 2s rooms, taking responsibility for the day-to-day running of that room while maintaining oversight of the wider Over 2s provision.
- Maintain a strong in-room presence, modelling high-quality interactions and practice.
- Ensure staffing levels are appropriately deployed to maintain statutory ratios at all times.
- Coordinate daily staff deployment and support cover arrangements where required.
- Support smooth transitions between rooms, shared spaces and the wider nursery environment.
- Use allocated weekly non-contact leadership time to complete monitoring, organisational and quality assurance tasks.

### 2 Quality of Practice & Pedagogy

- Monitor the frequency and quality of observations to ensure they accurately reflect children’s learning, development and next steps.
- Oversee the quality and consistency of newsfeed posts, ensuring communication with families is clear, professional and meaningful.
- Support colleagues to plan and deliver high-quality, play-based and enquiry-led learning experiences.
- Model strong interactions with children, including sustained shared thinking and inclusive practice.
- Promote reflective practice and high expectations for teaching and learning across the Over 2s provision.

### 3 Environment, Safety & Compliance

- Ensure daily and weekly room checks are completed accurately and consistently.
- Maintain well organised, enabling environments that support independence, exploration and engagement.



- Ensure health, safety and safeguarding procedures are followed at all times.
- Identify and report any maintenance, safety or resource needs promptly.
- Support the nursery's preparation for internal and external inspections (e.g. Ofsted), ensuring the room and its practices are aligned with regulatory expectations.

#### **4 Staff Support & Professional Expectations**

- Complete Expected Behaviours checks for staff within the Over 2s department.
- Support colleagues with planning, reflection and professional development.
- Promote a culture of accountability, collaboration and continuous improvement.
- Raise concerns regarding practice, conduct or wellbeing appropriately and promptly.

#### **5 Communication & Collaboration**

- Build strong relationships with families and support effective communication.
- Work closely with the Pedagogical Lead to ensure consistency of practice across the nursery.
- Contribute to staff training, development days and reflective practice sessions.
- Support transitions within the nursery and into school.

***The role includes a half-day of non-contact leadership time each week to complete monitoring, organisation and staff support responsibilities.***

#### **Child Protection**

The post holder is responsible for promoting and safeguarding the welfare of children and young persons for whom they are responsible, or with whom they come into contact, and will adhere to and ensure compliance with the Foundation's Child Protection Policy Statement at all times.

If, in the course of carrying out the duties of the post, the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the nursery they must report any concerns to the Designated Safeguarding Lead or to the Head.

This job description is not exhaustive and the post holder may be required to undertake any other duties commensurate with their role.

# Person Specification – Lead Educator(Over 2s)

	Essential criteria	Desirable criteria	How measured
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience working in an early years setting, with a deep understanding of child development and early childhood education principles.</li> <li>• Experience supporting colleagues or leading aspects of practice.</li> <li>• Experience in curriculum planning and the ability to implement a flexible, child-led curriculum.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in a Room Leader or supervisory role.</li> <li>• Experience working with SEND children in an early years setting.</li> <li>• Experience in using documentation to track and enhance children’s learning.</li> </ul>	Application form
<b>Education and Training</b>	<ul style="list-style-type: none"> <li>• Level 3 qualification in Early Childhood Education (e.g., Early Years Educator, CACHE Level 3, or equivalent).</li> <li>• First Aid certification (or willingness to obtain).</li> </ul>	<ul style="list-style-type: none"> <li>• Level 5 / Degree-level qualification in Early Childhood Education or a related field.</li> </ul>	Application form
<b>Skills and knowledge</b>	<ul style="list-style-type: none"> <li>• Strong knowledge of the EYFS and child development for children aged 2–5</li> <li>• Commitment to high-quality, inclusive and reflective practice</li> <li>• A willingness to learn about the Reggio Emilia approach and a commitment to implementing its principles in practice.</li> <li>• Strong leadership and organisational skills, with the ability to manage multiple tasks and support a team of educators.</li> <li>• Excellent communication skills, with the ability to build positive relationships with children, families, and colleagues.</li> </ul>	<ul style="list-style-type: none"> <li>• A reflective approach to practice, with a commitment to ongoing professional development.</li> <li>• Interest in Reggio-inspired practice and enquiry-led learning.</li> </ul>	Application form and interview
<b>Personal attributes</b>	<ul style="list-style-type: none"> <li>• Patience, empathy, and a genuine passion for working with young children.</li> <li>• Proactive and enthusiastic in engaging with children and colleagues.</li> <li>• Professional, reliable, and committed to maintaining high standards of practice.</li> </ul>	<ul style="list-style-type: none"> <li>• Creative and flexible approach to learning and problem-solving.</li> </ul>	Application form and interview

**Child Protection:** this post is subject to acceptable references and clearance from the Data Barring Service as part of the Foundation’s commitment to providing a safe environment for our children.

# Recruitment Timetable

**Closing Date:** 9am 9<sup>th</sup> April 2026

**Expected Interview Date:** 13<sup>th</sup> / 14<sup>th</sup> April

**Expected Start Date:** April / May 2026

Please apply via MyNewTerm through <https://www.littlepips.com/careers>

Please ensure you read the information in the “related documents” section of the advert

- application process and safer recruitment guidance
- recruitment of ex-offenders policy statement
- policy regarding disclosure information
- GDPR privacy notice relating to the Recruitment Process

Our safeguarding policy & child protection policy is available on our website [www.littlepips.com/careers](http://www.littlepips.com/careers) and we can also send these policies to you as a hard copy if requested.

For further information please contact Abby Popely, HR & Recruitment Advisor:  
[PopelyA@pocklingtonschool.com](mailto:PopelyA@pocklingtonschool.com) 01759 322666

Thank you for your interest in working with us and we look forward to receiving your application.





**Little  
Pips  
NURSERY**

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