



Job Title: Deputy Room Lead

- **Location:** Bramble Tots Day Nursery
- **Hours:** Full-time / 36 hours per week
- **Reporting To:** Room Leader / Nursery Manager

Job Purpose

To support the Room Leader in the daily running of the room, ensuring a safe, stimulating, and educational environment. You will lead by example, mentor junior staff, and step up to manage the room in the Room Leader's absence.

Key Responsibilities

- **Leadership:** Support the Room Leader in supervising staff, delegating tasks, and maintaining correct adult-to-child ratios.
- **Room Management:** Run the room smoothly in the Room Leader's absence, managing daily routines and transitions.
- **EYFS Delivery:** Plan, deliver, and evaluate age-appropriate activities that support the Early Years Foundation Stage framework.
- **Key Person Duties:** Observe, assess, and track the development of an assigned group of key children.
- **Parent Partnerships:** Maintain regular, open communication with parents and carers regarding their child's progress and daily routine.
- **Safeguarding:** Uphold strict safeguarding policies, report concerns immediately and ensure child welfare is top priority.
- **Health & Safety:** Maintain clean, safe spaces, perform risk assessments, and manage allergies or dietary needs.

Person Specification

- **Qualifications:** Minimum Level 3 qualification in Childcare/Early Years (or equivalent).
- **Certifications:** Valid Paediatric First Aid certificate and an enhanced, clean DBS check.
- **Experience:** Proven experience as a Senior Nursery Practitioner or Nursery Nurse.
- **Knowledge:** Deep understanding of the EYFS framework, safeguarding protocols, and Ofsted standards.
- **Skills:** Strong communication, positive behaviour management, and excellent time management.