



Job Description for Nursey Room Leader

Main responsibilities:

- To deliver and ensure a high standard of learning, development and care for Nursery children.
- To manage the day-to-day activities for the Nursey class.
- To ensure that the nursery is a safe environment for children, staff and others.
- To developing partnerships with parents/carers to increase involvement in their child's development.
- To manage other staff within the Nursery class.

Main activities:

- To be responsible for the efficient running of the nursery class and overall delivery of a high quality service.
- To ensure that the nursery provides a safe, caring, stimulating educational environment, both indoors and outdoors, at all times.
- To ensure that the nursery plans an appropriate play based Early Years Foundation Stage (EYFS) curriculum that enables children to make individual progress
- To ensure the nursery meets Ofsted requirements at all times.
- To manage, supervise and support the preschool staff.
- To work with other professionals in the local area for the benefit of children and families.
- To ensure all staff understand and work to the nursery policies and procedures, including how to deal with child protection issues appropriately and how to respond to incidents, accidents, complaints and emergencies.
- Take responsibility for planning, which ensures children are working towards their learning goals.
- To liaise closely with parents/carers, informing them about the nursery and its curriculum, exchanging information about children's progress and encouraging parents' involvement.
- To work in partnership with senior management to update and review your Professional development.
- To undertake any other reasonable duties as directed, in accordance with the New Bee's aims and objectives