Level 3 Early Years Educator

Applicant Information Pack

Riverbank Nursery
at Teesside High School

Level 3 Early Years Educator

CONTRACT Full time/part time

SALARY £13.71 per hour

ANNUAL LEAVE 23 days plus Bank Holidays plus 4 additional days during our Christmas closure

START DATE Monday 4 January 2027

CLOSING DATE Monday 9 November at 9.00am

INTRODUCTION

Riverbank Nursery at Teesside High School opened its doors in April 2026 and, following an incredibly successful launch, we are already expanding! We are now looking for passionate, dedicated and enthusiastic Early Years Educators (Level 3) to join our growing team.

At Riverbank, we pride ourselves on being a small, caring setting where both our children and our staff are at the heart of everything we do. This rewarding role offers the chance to be part of a nurturing community, supporting children aged 6 months to 4 years. We are looking for warm and skilled Early Years professionals who bring creativity and a genuine passion for early learning. If you want to work in an environment that celebrates curiosity and excellence, we would love to hear from you.

Purpose of the Role

- To provide the highest standards of care, learning and emotional well-being for children across the nursery.
- To contribute to the creation of an exceptional Early Years environment rooted in the EYFS and the values of Teesside High School.
- To support each child's individual development, fostering independence, curiosity and a lifelong love of learning.
- To work collaboratively within a team to uphold a safe, stimulating and nurturing setting where every child feels valued.

Key Responsibilities
Care, Learning and Development

- Assist with the planning and delivery of engaging, age-appropriate activities that reflect the EYFS and respond to children's interests.
- Create an enabling, stimulating and safe indoor and outdoor environment.
- Complete regular observations, assessments and learning journeys, sharing insights with parents in a meaningful and supportive way.
- Support early identification of additional needs, working alongside the Learning Support team and external professionals when required.
- Foster children's independence, confidence and curiosity through high-quality interactions and play experiences.
- Act as a Key Person, developing secure, trusting relationships with each child and their family.
- Ensure daily routines, including meals, personal care and sleep, are carried out with sensitivity and consistency.
- Contribute to smooth transitions both within the nursery and to the wider school environment.

Relationships and Communication

- Build strong, trusting bonds with children, offering secure attachments and warm interactions.
- Establish positive and professional partnerships with parents and carers, maintaining regular communication about children's well-being, routines and progress.
- Work collaboratively with colleagues, contributing positively to a reflective, supportive and proactive team culture to ensure a cohesive, high-quality provision.
- Represent Riverbank Nursery with pride, upholding its ethos, values and professional standards at all times.

Safeguarding and Welfare

Safeguarding is fundamental to everything we do at Riverbank Nursery. All staff must:

- Act in the best interests of children at all times.
- Understand and follow the nursery's safeguarding, child protection and staff behaviour policies.
- Recognise indicators of abuse or neglect and know how to respond to disclosures.
- Maintain strong relationships with families while respecting confidentiality.
- Maintain high standards of cleanliness, organisation and safety in line with nursery procedures.
- Supervise and support children during play, meal times, toilet-training, nappy changes and rest periods.

Additional Duties

- Assist with minor accidents and ensure accurate reporting.
- Attend staff meetings, training, parents' events and other out-of-hours activities as required.
- Support domestic tasks within the nursery, such as snack preparation and equipment cleaning.
- Provide guidance to students on placement and contribute to a positive learning environment for all.
- Undertake any other reasonable duties required by the Nursery Manager or Room Leader.

Person Specification

Essential Qualifications and Experience

- Full and relevant Level 3 Early Years Educator qualification (e.g. NNEB, NVQ Level 3 Early Years Educator, Diploma in Early Years, BTEC in Early Years).
- Minimum 2 years' experience working with aged 0–4 years in an Early Years setting.
- GCSE English and Mathematics at Grade C/4 or above (or equivalent).
- Strong understanding of the EYFS and child development.
- Paediatric First Aid qualification.

Personal Qualities

- Warm, approachable and deeply committed to nurturing young children.
- Excellent communication, organisation and time-management skills.
- Passion for creating high-quality, child-centred learning experiences.
- Dedicated to safeguarding, inclusivity and the well-being of every child.
- Motivated to grow professionally and contribute to the development of a new and thriving nursery provision.

Why Join Us?

Working Hours & Flexibility

We understand the importance of work-life balance and offer a variety of full-time (40 hours) and part-time roles. Our nursery operates between 7.30am and 6.00pm, and our team works a variety of shift patterns to ensure high-quality care throughout the day. This typically includes a combination of full days and shorter shifts. We value flexibility and are happy to discuss working patterns that suit both our setting and your needs.

Our Benefits & Well-being

Working at Riverbank Nursery means joining a supportive and forward-thinking community. In addition to a competitive salary, we offer a generous benefits package:

- Generous Annual Leave: 23 days annual leave plus Bank Holidays. We also close between Christmas and New Year, providing an additional 4 days of leave so you can enjoy the festive period with your family.
- Catering & Refreshments: Access to high-quality school lunch catering at a reduced rate during term time, plus free refreshments throughout the day.
- Financial Perks: Staff discount on school fees and access to a contributory pension scheme.
- Use of school gym outside of school hours.
- Convenience: Free on-site car parking and a provided staff uniform.

Our Commitment to Your Professional Growth

We are dedicated to supporting your career journey and offer a structured environment for professional development:

- A comprehensive and supported induction program to help you settle into the Riverbank family.
- Ongoing internal and external training opportunities to enhance your skills.
- Personalised progression plans and annual reviews to help you achieve your professional goals.

Miscellaneous

- The school operates a No Smoking policy.
- All Staff must be appointed in accordance with the Schools' Safeguarding Procedures, including an enhanced disclosure from the Disclosure & Barring Service or such other body as might be constituted.
- A voluntary contributory pension scheme is available.

If you are passionate about Early Years education and excited by the opportunity to lead, inspire and nurture, we would be delighted to receive your application.

THE APPLICATION PROCESS
For application forms and further details please contact the School on 01642 782095 or via recruitment@teessidehigh.co.uk

Completed application and equal opportunities forms should be returned with a covering letter and CV to recruitment@teessidehigh.co.uk

Please note that we may review applications before the closing date; therefore, we would like to encourage interested candidates to apply as soon as possible.