

Job Advertisement – Nursery Practitioner

Location: Burmantofts Community Nursery, Leeds

Contract: Temporary – Term Time Only – 37 hours per week

Salary: £26,339 – pro rata

Annual leave: 20 days plus 8 statutory bank holidays per annum

Reports to: The Board of Trustees

Start Date: As soon as possible subject to safeguarding checks

Closing Date: Friday 3rd July @ 5pm

Short Listing: Tuesday 7th July

Interviews: Tuesday 14th July

Candidates are welcome to visit the Nursery on the Thursday 4th June 4.30pm or email to arrange an alternative viewing.

Please email vacancies@burmantoftsnursery.co.uk to confirm your attendance or to ascertain any further information you may require.

Burmantofts Community Nursery (BCN) is a charitable, community-focused setting located in the heart of Leeds. We aim to provide high-quality, inclusive early education and childcare for children aged 6 months to 5 years within a richly diverse, multicultural community.

Purpose of Role

We are passionate about play-based learning, strong relationships, and ensuring every child thrives. We are looking for a caring, enthusiastic and inclusive Nursery Practitioner to join our team. You will play a key role in supporting children's learning and development, creating a safe and stimulating environment, working as part of a team and building strong partnerships with families.

Key Responsibilities

- Provide high-quality care and education for children aged 0–5.
- Support children's learning through play-based activities.
- Observe, assess, and record children's development.
- Act as a key person for a group of children.
- Ensure safeguarding, health, and safety procedures are followed at all times.
- Build positive relationships with parents and carers.
- Work collaboratively as part of a supportive team.
- Accountable to the board of trustees and report to the nursery leader.

Specific Duties

- Follow the nursery safeguarding procedure to ensure all children are kept safe, well and secure.
- Work alongside the leadership team, trustees and staff team to ensure that the nursery's vision is fulfilled.
- Read, understand and adhere to all policies and procedures relevant to your role as deemed appropriate.

- Plan activities that meet the individual needs and interests of children in conjunction with other team members.
- Keep records of your key children's development and learning journeys and share these with parents, carers and other key adults.
- Demonstrate an inclusive, informed, and sensitive approach when working with all children and their families.
- Be involved in out of working hours activities, e.g. training, staff meetings etc.
- Be flexible within working practices of the nursery. Be prepared to help where needed, including to undertake certain domestic jobs within the nursery, e.g. preparation of snacks, meals, cleaning equipment.
- Support all staff and engage in maintaining a good staff team.
- Liaise with and support parents and other family members.

Community and Parental Engagement

- Foster strong, trusting relationships with parents and carers, recognising them as partners in their child's learning journey.
- Promote family participation through home-visits, workshops, stay-and-play sessions, and cultural celebrations.

What We Offer

- A friendly and supportive team environment.
- Ongoing training and professional development.
- Opportunities to grow within the nursery.
- A rewarding role making a real difference to children and families.

Essential Qualifications

- Level 2 or 3 qualification in Early Years / Childcare (or equivalent).
- Paediatric First Aid (or willingness to obtain).

Essential Experience

- Experience working with children aged 0–5 years.
- Experience supporting children's learning and development. □
Experience working as part of a team.

Essential Knowledge

- Understanding of the Early Years Foundation Stage (EYFS).
- Knowledge of safeguarding and child protection procedures.
- Awareness of health and safety requirements in an early years setting.
- Understanding of inclusive practice and supporting children with additional needs.

Personal Qualities

- Caring, patient, and enthusiastic.
- Passionate about supporting children's learning and development.
- Committed to equality, diversity, and inclusion.
- Professional, trustworthy, and able to maintain confidentiality.

Safeguarding

Burmantofts Community Nursery is committed to safeguarding, promoting the welfare of children and families and expects all staff and volunteers to share this commitment. Appointments made are subject to an enhanced Disclosure and Barring Service check. If shortlisted, you will be required to disclose relevant information regarding criminal history and an on-line search will be conducted.

Equal Opportunities

Burmantofts Community Nursery is an equal opportunities employer and is committed to promoting equality, diversity and inclusion in all aspects of its work. We welcome applications from all suitably qualified candidates. All applicants will be treated fairly and appointed on merit. We value diversity and are proud to serve a diverse community. We aim to ensure that our recruitment, selection and employment practices are free from discrimination and that all staff, children and families are respected, supported and included.

All candidates must have the legal right to work in the UK, and this will be verified as part of pre-employment checks.

Visas cannot be sponsored.

All information and application forms can be found on our website or by clicking [here](#) which will take you directly to the page.