KING'S GLOUCESTER

Recruitment

recruitment@thekingsschool.co.uk

Job Description
Early Years Practitioner

Required: As soon as possible
Reporting to: Head of Early Years
Hours: Part-Time (3 days per week), Term-Time Only
Closing date: Thursday 14th May, 12:00 noon
Interview date: Wednesday 20th May

The Role

We are seeking an enthusiastic and nurturing professional individual to join Little King's as an Early Years Practitioner.

As an Early Years Practitioner, you will play a key role in creating a warm, inspiring and inclusive preschool environment where every child can thrive. You will plan and deliver high-quality EYFS activities, act as a key person supporting children's learning and development, and build strong partnerships with parents. From welcoming families at the start of the day to safeguarding, observation and assessment, you'll be at the heart of daily preschool life, nurturing curiosity, confidence and a lifelong love of learning.

The role is offered on a part-time basis, working 3 days per week (Wednesday to Friday).

The School

The King's School is one of the dozen oldest schools in the country and has a proud heritage dating back to at least 1087, with a re-foundation in 1541. King's is the Cathedral School in the city of Gloucester, whilst the surrounding county is home to many excellent grammar and state schools, as well as other independent schools. King's is held in high regard amidst this competitive area; our academic, co-curricular and pastoral attainment is second to none. Local media brand SoGlos has awarded King's the title of 'Independent School of the Year' or 'Highly Commended' in every one of the last six years – a feat unmatched by any other local independent school – most recently winning the title in May 2025. Despite the multiple national-scale challenges of recent years, King's has seen its pupil roll growing steadily and parental satisfaction scoring very highly indeed. With careful investment in the campus and facilities, as well as a continuous focus on improving teaching and learning and developing our outstanding pastoral care, King's is now seen as a dynamic, forward-thinking and impressive place to study and to work.

Main Duties

- Plan and implement a range of activities to meet the requirements of the Early Years Foundation Stage;
- Regularly monitor and evaluate the activities to suit each child's development needs through observations and keeping of development records;
- Run wraparound care sessions in the morning, before core Preschool opening hours for children attending this provision;
- Act as a key person for a group of children, observing achievements, collating evidence on Tapestry, tracking progress, liaising with parents/carers and writing reports;

- Ensure the provision of a high-quality environment to meet the needs of individual children from differing cultures, religious backgrounds and stages of development;
- Be familiar with ISI guidelines and recommendations of good practice, and to assist in their implementation;
- Share in the responsibility for safeguarding and promoting the welfare of all children in the Preschool;
- Liaise with parents and encourage their involvement in the aims of the Preschool and all aspects of their children's care;
- Welcome parents receiving and handing over children across the range of opening hours;
- Assist in the daily domestic management of the Preschool, including ensuring that the Preschool is kept safe, secure and clean at all times;
- Be prepared to assist with the preparation of snacks, meals and cleaning of equipment as may be required;
- Maintain, at all times, a high standard of professional conduct and a child-centred approach to the care provided in accordance with national and King's policies/procedures, current legislation and the Early Years Foundation Stage;
- To attend staff meetings, Open Morning, INSET, parents' evenings and other such events as and when required;
- To attend training as and when required to meet the needs of Preschool service and extend professional development;
- To undertake any other reasonable duties as directed by the Head of Early Years or Head of Junior School in accordance with the Preschool's plan and objectives.

Personal Profile

- Level 3 Teaching Assistant qualification (or equivalent);
- Experience of and enthusiasm for working with young children;
- Ability to assist children on an individual basis, in small groups and during whole-class work;
- Empathetic yet assertive, able to listen to the needs of the children and respond accordingly;
- Ability to look for and encourage the best in each child;
- Ability to set an example, follow rules and be a model of the School's expectations and values;
- Excellent written and oral communication, numerical and interpersonal skills;
- Excellent organisational skills, able to work under pressure, plan and prioritise own workload and remain professional at all times;
- A First Aid qualification would be advantageous, but training will be provided;
- Willingness to undertake further professional development.

Hours of Work

The EYP will work from 07:45 to 14:30, Wednesday to Friday, term-time only plus INSET days with a 30-minute unpaid lunch break each day.

Salary

The King's School offers its own salary scale, details of which can be discussed at interview.

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Benefits

- A contributory pension through Aviva APTIS;
- Generous fee remission for children being educated at King's;
- Wraparound care for Junior School children being educated at King's;
- Access to a Doctor for advice and short consultations;
- Staff Wellbeing Programme and Wellbeing Day (additional leave);
- Cycle to Work scheme;
- Various discounts for local services including gym memberships and garages;
- Free access to our Employee Assistant Programme;
- Free lunches;
- Free on-site parking.

Applications

Candidates should apply through TES or by submitting a completed School Application Form and Covering Letter via email to recruitment@thekingsschool.co.uk. A CV is not required.

Closing date for applications is **Thursday 14th May at 12:00 noon**, with interviews taking place on **Wednesday 20th May**. However, early applications are encouraged, and we reserve the right to make an appointment prior to the published closing date, if appropriate.

For further information, please contact Mr Harry Fuller on 01452 337337 or via email to recruitment@thekingsschool.co.uk.

The King's School, Gloucester is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All offers of employment are subject to an Enhanced DBS check (including Children's Barred List), satisfactory references from previous employers and eligibility to work in the UK. Applicants must be willing to undergo child protection screening appropriate to the post including a prohibition from teaching check where appropriate (which may include for some non-teaching positions) and, in line with KCSIE, an online search for shortlisted candidates only – this will consist of a Google and social media search. The search is looking for anything that calls into question the candidate's suitability to work with children, or could cause harm to the reputation of The King's School, Gloucester. Any information discovered will be shared with members of the interviewing panel prior to interview. Interviews will be conducted in person, and they will explore candidates' suitability to work with children. This post is exempt from the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013, 2020 and 2023), which would otherwise mean that certain convictions and cautions are considered 'protected' and would not need to be disclosed to employers, and if they were disclosed, employers could not take them into account. Guidance about whether a conviction or caution should be disclosed can be found on the Ministry of Justice website: https://www.gov.uk/government/publications/new-guidance-on-the-rehabilitation-of-offenders-act-1974.

The King's School, Gloucester. GL1 2BG

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