**Wyvern Childcare**

**Vacancy:** SENDCO & Learning Co-ordinator & Deputy Nursery Manager

**Rate of pay:** Grade D £26,918 - £29,616

**Hours:**Mon-Fri full time 37 hours per week on a shift basis between hours of 7.30am-6.00pm over 4 days.

**Job Details:**

Wyvern Childcare is an outstanding, Ofsted rated Good, day nursery for children aged 3 months to 5 years. We are committed to improving outcomes for all children in a reflective and inclusive environment that puts the child at the heart of everything we do. The day nursery has strong links with Fair Oak Infants School and other community projects.

We are looking for a reliable and forward-thinking Deputy Manager to join our friendly and professional childcare family. This post is for a SENDCO, learning Co-0rdinator and Deputy Nursery Manager, working alongside our Childcare Manager. This is a full-time position for a highly motivated individual, seeking to make an active contribution in the education and well-being of young learners. A sound understanding of child development in-line with the EYFS is essential, as well as respect for individual needs and learning styles. You will assist the Childcare Manager with the overall operation of our 82 place setting.

If you have the passion to deliver high-quality provision and build effective relationships with our families, then we would love to hear from you!

**Skills, Experience & Qualifications:**

* Minimum NVQ level 3 in Childcare, Learning & Development or equivalent.
* Minimum 3 years recent experience of working within a childcare setting, 2 years within a Team Leader / Senior role
* Experience of working as the SENCo is desirable
* English Language GCSE
* Excellent communication skills verbal & written
* Certificates in Food Hygiene, First Aid, Safeguarding, EYFS are desirable

If you would like more information or to book an informal visit please contact the Nursery on 02380 603221

**We offer:**

* Up to 27 days holiday per year plus bank holidays
* A friendly and supportive work environment where staff feel valued
* Good training & development opportunities
* Discounted childcare
* Discounted use of our sport and fitness facilities
* Free parking & many other benefits
* Local Government Pension Scheme

The college is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. The successful applicant will be required to undertake an enhanced Disclosure & Barring Service check. All appointments are subject to the satisfactory completion of all pre-employment checks.

Please see the school website [www.wyverncollege.org.uk/recruitment](http://www.wyverncollege.org.uk/recruitment) for an application form.  Applications should be on Wyvern College forms, individual CVs will not be accepted.

**We reserve the right to close this vacancy before the closing date should a suitable candidate be found. Early applications are encouraged**

**Closing date for applications: Sunday 2nd February 2025**