



Blanchelande College

QUALIFIED NURSERY PRACTITIONER

(full time, term time only)

(fixed term contract from January 2026)

APPLICATION PROCESS

Closing date for applications is 5pm Friday, 31st October 2025

Interviews will take place week beginning Monday, 3rd November 2025

Applications should be sent to:

Mrs Alexa Yeoman, Principal

Email: recruitment@blanchelande.sch.gg

Applications for this post should consist of:

- A letter of application stating how you believe you meet the criteria for this role.
- A completed application form.
- Optional: an up-to-date copy of your C.V.

We will assume that you are happy for us to take up references straight away, unless you state otherwise on your application form.

You may be asked for further information following shortlisting. You will be asked to provide proof of identity. Original qualification certificates may also be required at this stage (and certainly prior to confirmation of appointment).

After short listing, the selection process will then normally include:

- A tour of the College.
- 30-minute observation within the Nursery by Nursery Manager/ Deputy Manager.
- Interview, including Safeguarding, with the Principal, Governor and Nursery Manager.

The Contract

The position of Nursery Practitioner is full time (fixed term contract), and remuneration will be in line with the States of Guernsey pay scale and will reflect the qualifications and experience of the successful candidate.

All staff are required to undergo a current police check, a medical declaration, provide proof of qualifications and identity and have (or be eligible for) a Guernsey residency permit. Nursery staff are also required to undergo Nursery checks including a medical signed by a doctor, Children and Family Community Services checks processed by Early Years Team and a personal declaration.

If you have any further questions or need any clarification, please contact the Principal's P.A., Mrs Tracy Feehan.

Tel 01481 237200 Email feehant@blanchelande.sch.gg



QUALIFIED NURSERY PRACTITIONER

Job Description

Job title: Qualified Nursery practitioner

Reports to: Nursery Manager

Purpose of the role

The Nursery Practitioner will support the Nursery Manager and Deputy Nursery Manager in the day-to-day organisation and smooth running of the Nursery at Blanchelande College and for ensuring that Nursery life is safe, stimulating and compliant with EYFS and safeguarding requirements. S/he will deputise for the Nursery Deputy Manager in their absence.

Working hours

This is a term time only position (including INSET day). The Nursery will be open for seven hours and 35 minutes per day (Monday – Friday) and the Qualified Nursery Practitioner will work from 8.30 am to 3.00 pm. In the absence of the Manager or Deputy Manager the Nursery Practitioner will be expected to work from 8.15 am – 3.50 pm.

Remuneration

The salary will be for the set hours (term time) and in accordance with the States of Guernsey LSA pay scale, commensurate with qualifications and experience.

Key responsibilities

- Plan, prepare, deliver and develop the Early Years Foundation Stage curriculum to the children in the Nursery.
- Oversee the activities of the children who attend the Nursery in order to ensure their safety, facilitate their educational development and develop supportive and caring relationships.
- Provide care, attend to children's personal needs and undertake activities to meet the physical, emotional and educational requirements of individuals, groups or a class of children.
- Promote high standards, progression, continuity and quality of learning.
- Observe children as individuals and in groups and monitor behaviour, progress and possible developmental needs using specialist knowledge and experience.
- Keep up-to-date records of children's progress as part of the monitoring and reviewing of educational work programmes within the Individual Profiles, and develop future programmes and plans, as and when appropriate.
- Write reports for Key children.



- Attend all parents' evenings/meetings, open mornings and any relevant training.
- Contribute and adhere to College policies with special reference to relevant EYFS, learning support, safeguarding/ child protection and equal opportunities policies.
- Provide first aid, when necessary, and take all reasonable measures to ensure health and safety within the Nursery.
- Oversee display materials and teaching aids, undertake and/ or delegate simple maintenance and repairs and clean and tidy up after use.
- Collaborate with the Nursery team to ensure that all safeguarding policies and procedures are implemented, as well as other policies and the Staff Handbook.
- Work collaboratively with the Nursery Designated Safeguard Lead to ensure best practice in safeguarding children.
- Promote and safeguard the welfare of children and young people whom you are responsible and with whom you come into contact.
- Attend States of Guernsey Early Years Team led meetings for training purposes when required.
- Support management in preparing for inspections, including by States of Guernsey Early Years Team, the Independent Schools Inspectorate (ISI) and the Portsmouth Diocese.

Ethos

The post-holder will:

- Fully support the Catholic ethos and aims of Blanchelande College
- Attend school events – such as Prize Giving, Open Day, Carol Service, etc. and actively support fundraising events organised by the PTFA.

Flexibility

This job description reflects the main responsibilities of the post. However, the post holder should be willing to undertake any other reasonable duties as required by the Principal. The particular duties / responsibilities listed here may be reviewed from time to time at the request of the Principal or post holder as circumstances make necessary.

For completion upon offer:

I hereby confirm acceptance of the above:

Name:

Signed:

Date:



PERSON SPECIFICATION

	Essential	Desirable
Qualifications	• A minimum of English and at GCSE (grades A-C) or functional skills in English • Full and relevant Level 3 qualification • Preparedness to undertake Level 2 Safeguarding training • Preparedness to undertake Paediatric First Aid training	
Experience	• Previous experience of working in a nursery setting.	
Knowledge and understanding	• Evidence of up-to-date knowledge and training relating to EYFS and child development	• Working understanding of the ECERS framework
Skills	• Excellent planning and organisational skills • Effective listening skills • Excellent written and verbal communication skills and the ability to correspond effectively with parents • Motivation and commitment to driving up standards of achievement • Ability to use a range of ICT to gain participation and encourage learning • Insight into children's learning needs	
Personal qualities & characteristics	• Flexible • The ability to work independently in a small department • Able to relate well to children in and out of the classroom	



	• Reliable, punctual and well organised • Approachable, enthusiastic, self-motivated and able to motivate others • Supportive of the Catholic identity and mission of the College • Commitment to own continuing professional development	
Safeguarding and pastoral	• Committed to safeguarding and promoting the welfare of children and young people • A satisfactory Enhanced Disclosure from the DBS	