

# Room Leader

Full-time, Permanent | £31,200 rising to £33,280 per annum (after probation)

*Kingdom Preschool, Whitfield, Dover, Kent*

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## Our Preschool

Kingdom Preschool in Whitfield, near Dover, is a full-day care nursery school providing fantastic, affordable childcare for children aged between 3 months and 5 years. Established in 2016, the setting is unrivalled locally, boasting bright, individual rooms that are beautifully and functionally designed, and equipped with all the age-appropriate resources a baby or toddler could ever need for play, development and learning.

Alongside our safe and spacious outdoor areas – perfect for exploration, physical activity or quiet recreation – we also offer children all-year-round use of our fully accredited Forest School, nestled in our very own woods directly behind the main building. And the icing on the cake (literally) is our team of in-house chefs, who prepare delicious, freshly cooked meals in our on-site professional kitchen.

## The Opportunity

As a result of the preschool's continued expansion, we are recruiting for an exciting full-time leadership position. Kingdom Preschool is a large setting (140 places a day), and the successful applicant will be key to supporting the management team in achieving our vision and values. Because we are a large setting, we have several rooms to ensure a smaller, more intimate feel among our cohorts. We place great importance on our Room Leader roles and liken them to a deputy position in a small nursery setting.

We are looking for an individual with at least two years' experience in a leadership role within an Early Years setting who is keen to develop their career. This would suit someone already excelling as a room leader in a smaller setting and looking to progress.

Our Room Leaders are responsible for leading, guiding and supporting teams of between 4 and 8 staff. The role involves overseeing the planning, delivery and assessment of high-quality Early Years education to foster a nurturing and engaging environment that promotes children's development. You will work closely with staff, senior leadership, parents and external professionals to ensure every child receives the best start in their educational journey.

We are looking to hire as soon as possible to support our team going into a very busy summer term. The role will see you working within your team's ratios at busy periods, but with enough room and time to direct the day-to-day running of your staff team and room. You will work with our senior team to co-ordinate trips, events and extra-curricular activities, leading practice within your room and working hard to develop your staff into senior practitioners and potential leaders. We expect all applicants to have a desire to develop a team that fosters psychologically safe working environments and a strong team culture.

## Key Responsibilities

### Leadership and management

- Leading a team of Early Years practitioners, support staff and apprentices, providing guidance and mentorship to ensure the highest standards of care and education.
- Developing and coaching each staff member through a personalised development plan, and carrying out their supervision meetings.

- Developing, implementing and monitoring personalised learning plans for children within the setting.
- Embedding the delivery of a developmentally appropriate, engaging curriculum aligned with government Early Years frameworks and other pedagogies such as Forest School, Froebelian Principles and Reggio Emilia.
- Planning and delivering a variety of activities that promote cognitive, social, emotional and physical development across the cohort.
- Adapting and differentiating teaching approaches based on individual learning needs, ensuring all children are challenged and supported.
- Working later and locking up on a rota system with other leaders.

### **Assessment and progress monitoring**

- Monitoring and assessing children's progress across the cohort using observations, assessments and feedback from parents.
- Ensuring the team's effective use of tracking tools to record and evaluate children's development, planning next steps in collaboration with other educators.
- Leading and contributing to weekly reviews and management meetings to discuss children's and staff progress and share observations.

### **Safeguarding and welfare**

- Taking on the role of Designated Safeguarding Lead, ensuring the safety and well-being of all children is a top priority.
- Implementing safeguarding policies and procedures to protect children, reporting concerns as required.
- Promoting an inclusive environment.

### **Parental engagement and communication**

- Establishing and maintaining positive relationships with parents and carers, fostering collaboration and open communication about children's progress.
- Organising and leading regular meetings with parents to discuss their child's development, concerns and achievements.

### **Professional development**

- Staying informed of the latest Early Years research, trends and best practices, incorporating these into the curriculum and teaching strategies.
- Participating in relevant training and professional development to enhance leadership skills and knowledge.
- Supporting the professional development of the team through coaching, feedback and opportunities for further training.

### **Key Requirements**

- A Level 3 qualification in Early Years Education (or equivalent) is essential; a Level 5 or higher qualification (e.g. a BA in Early Childhood Education or equivalent) is desirable.
- Additional certifications in safeguarding, first aid or SENCO training are beneficial.
- Proven experience in Early Years education, with a strong understanding of child development.
- At least 2 years' experience in a leadership or senior practitioner role within an Early Years setting.

- Experience working with children who have additional learning needs is advantageous.
- Excellent communication and interpersonal skills, and the ability to build strong, supportive relationships with children, parents and colleagues.
- Strong organisational skills, with the ability to prioritise tasks and manage time efficiently.
- The ability to lead a team, providing motivation, guidance and feedback.
- Strong problem-solving skills, with the ability to adapt to changing circumstances.
- Knowledge of relevant Early Years frameworks and safeguarding practices.
- A nurturing, compassionate and patient attitude, with a passion for working with young children.
- A full driving licence is required. Occasional evenings or weekends for parent meetings or professional development may be required.

## What We Offer

- Salary of £31,200, rising to £33,280 per annum after a successful probation period.
- 28 days' holiday per annum (including bank holidays), plus up to 5 extra days per year accrued with service.
- Loyalty bonus.
- Opportunities for training and career advancement for those keen to embrace responsibility.
- Valued support, training and mentoring from a great management team.
- A team of supportive and dedicated colleagues, providing a safe and friendly working environment that feels like a family.
- Uniform provided.
- Paid paperwork time, away from ratio.
- Regular, paid-for staff social events.
- Free on-site parking.
- Free home-cooked meals.
- Competitive company benefits, including a company pension and a health & well-being programme with access to the BUPA mental health support scheme.

## Our Ethos

Our not-for-profit company promotes a loving and caring faith ethos for all. It has been established on Biblical foundations – praying with staff and children each day, singing worship songs and reading Bible stories is part of who we are. Whilst this position would therefore be perfect for a committed Christian, this is by no means mandatory, and we would like to hear from any applicant willing to uphold our values and demonstrate our beliefs, in line with our company's constitution.

## Safeguarding

We are committed to safeguarding, so all positions within our company are subject to our safer recruitment policy. This will require references, DBS checks and proven, relevant qualifications. You will also be required to sign up to the DBS Update Service.

## How to Apply

In the first instance, please email your CV to Laura Rigden at [laura@kingdompreschool.org.uk](mailto:laura@kingdompreschool.org.uk), stating why you would be ideal for this position and what full and relevant qualifications you hold.

Successful candidates will be contacted for an initial interview and viewing of the setting, so please also let us know your availability when you apply.

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*Job Type: Full-time, Permanent | In person*