

Job Specification

Level 3 Qualified Nursery Worker

January 2026

Post : Level 3 Qualified Nursery Worker – Full-time, Term-time only (39 weeks)

Hours : 33 Hours per week (9am – 3.30pm Monday, Tuesday, Wednesday and Friday, 8.30am – 3.30pm Thursday)

Location : Oasis Nursery (part of Oasis Charity Ltd)

Start date: As soon as possible

Location : Oasis Nursery (part of Oasis Charity Ltd), Cedar Centre and Library, Cedar Road, Cobham KT11 2AE

Job Purpose

To assist with and take a shared responsibility for the welfare, learning & development of children attending the nursery by working with initiative and creativity to foster an environment that encourages the children's all-round development.

To work as a member of the team under the direction of the senior members of the team to ensure that children attending the provision receive high quality care and access to exciting and stimulating learning opportunities in accordance with the statutory requirements of the Early Years Foundation Stage Statutory Framework.

Responsibilities

High quality provision & inclusive practice

- Implement policies and procedures to ensure the welfare requirements of the Early Years Foundation Stage Statutory Framework are met.
- Assist in the planning of appropriate experiences for children, in line with the nursery policies.
- Participate in planning, assessment, recording and reporting in line with the requirements of the EYFS Statutory Framework.
- Take shared responsibility for standards of safety, security, hygiene and cleanliness and tidiness throughout the nursery.
- Maintain the highest level of cleanliness and hygiene in toileting, food preparation and service areas.
- Take shared responsibility for the care, maintenance and security of all equipment and toys within the setting.
- Participate in the nursery performance management review process and access any necessary training or professional development.
- Comply with all the nursery policies and procedures at all times.



- Treat all staff, children and parents with courtesy and kindness at all times.

Child protection/Safeguarding

- Promote and safeguard the welfare of all children at all times.
- Undertake regular Child Protection training at a level appropriate to the role, to ensure sound knowledge and understanding of safeguarding procedures and strategies to protect all children at all times
- Share information relating to special educational needs of children, in line with settings policies where appropriate
- Apply established systems to assist with the collection of data, through observation and assessment at the request of the lead practitioner/EYFS leader, contribute and attend meetings, where appropriate, acting in the best interests of all children and families at all times.

Effective Working Relationships

- Work co-operatively with a range of professionals i.e. Ofsted, health, SALT, social workers, family support workers, Early Years service, to support and value an integrated service for all children and families, under direction of senior nursery staff.
- Demonstrate and model excellent practice at all times. Work in partnerships with parents. Showing respect for their contribution and involve them in their child's learning, including support for their home learning environment
- Work flexibly and respond positively to changing service needs and carry out any other duties within the scope of the nature and grade of the post as directed by the line manager.

Other duties

- Attend and contribute to staff meetings.
- To engage in and attend regular supervision.
- Commitment to Learning Journeys and Next Stage Development

Special Requirements

- This post requires an enhanced DBS and subscription to the update service which Oasis Charity Limited will undertake.

Person Specification

Education, Training and Work Qualifications

- Level 3 Childcare Qualification
- Paediatric First Aid
- Food Hygiene Level 2

Method of Assessment

- Certificates

Skills and Abilities

- A good level literacy and numeracy.
- Good organisational skills.
- Good interpersonal combined with the ability to work effectively within a team.
- Ability to work, empathise and communicate effectively with all sections of the community.

Method of Assessment

- Application and Interview



Other Requirements

- Commitment to supporting inclusive services.
- Commitment to Equal Opportunities.
- Commitment to continuous personal development.

Method of Assessment

- Supervision & appraisals

Job Type: Full-time, Term-time only (39 weeks of the year)

Salary: On request, experience dependent

Expected hours: 33 per week

School type:

- Preschool

Education:

- GCSE or equivalent (preferred)

Experience:

- Nursery experience: at least 2 years
- SEN experience

Licence/Certification:

- Driving Licence (preferred)

Ability to Commute:

- Cobham, KT11 2AE (required)

Ability to Relocate:

- Cobham, KT11 2AE: Relocate before starting work (preferred)

Work Location: In person