

Nursery Assistant (Level 2)

- **Closing Date:** Wednesday 18th June at 6pm
- **Job Start Date:** September 2025
- **Contract/Hours:** Fixed term (1 academic year), term time only plus inset days. Please see below for details of working hours (2 different contracts available)
- **Key Stage:** Early Years (children age 2 – 4 years)
- **Salary Type:** Grade 4
- **Salary Details:** pro- rata salary= £18,401.94 - £22,365.43 (FTE = £24,404-£24,404) depending on contracted hours of work- please see below for further details
- **Hours of Work:**

Two separate contracts are available:

- **32.5 hours (school day):** 8.30am-3.30pm Monday to Friday with a 30 minute break

Pro- rata salary= £18,401.94 (FTE = £24,404)

or

- **39.5 hours (school day plus After School Club):**

Mon- Thurs: 8:30am- 5:30pm with a 45 minute break

Friday 8:30am- 3:30pm with a 30 minute break

Pro- rata salary= £22,365.43 (FTE = £24,404)

- **Location:** Comper Nursery School, Hertford Street, Oxford, OX4 3AJ
- **Contact e-mail address:** recruitment@comper.oxon.sch.uk

Job/Person Summary

Does the opportunity to join our friendly team, working with a diverse group of happy and enthusiastic children in a well-resourced setting with extensive outdoor space interest you?

If so, then we would love to meet you!

Comper is a friendly, welcoming Nursery School for 2 - 4-year-olds situated in East Oxford- a famously vibrant and richly diverse part of Oxford. We are looking for passionate and energetic people who enjoy working with young children to join our staff team.

This is an ideal opportunity for anyone considering a career in childcare or teaching. A level 2 qualification in Childcare/ Early Years is desirable but not essential. We are looking for people that we can support to progress to gain their level 2 or level 3

qualifications. We are committed to supporting colleagues with professional development opportunities.

If you would like the opportunity of earning more for working a longer day, then we are also offering an option to work an extended day from Monday- Thursday supporting our After School Club team.

Ultimately if you have some experience and enjoy working with children this could be the job for you.

If you are:

- Someone who loves spending time with children
- energetic, creative and proactive
- passionate about teaching and learning
- eager to work within a positive and supportive staff team
- committed to inclusion
- friendly, adaptable and approachable
- keen to learn and improve on their own skills and knowledge.

And you have:

- A good level of spoken and written English
- Maths and English GCSE or equivalent- this is desirable but not essential
- An NVQ L2 (play leader or early years) - this is desirable but not essential
- The ability to relate well to children and adults
- Enthusiasm and commitment

... then you should apply and join us!

We can offer you:

- discounted rates for your child in our Daycare or Nursery provision
- Pension and OCC benefits
- a well-resourced, large Early Years environment
- a happy and positive learning culture
- a friendly and committed team
- support and motivation from professional colleagues

A full job description and application form is available on request and on our school website www.comper.org.uk. Please search vacancies to see the current vacant positions.

Application Procedure

Please complete the application form and hand in to the school office or return by email to recruitment@comper.oxon.sch.uk.

Visits to the school are warmly welcomed, we'd be delighted to show you all that we can offer, but are not essential for applying.

If you would like to arrange a visit or discuss any aspects of the post, please contact the School Office on 01865 245768 and ask for The School Business Manager, Alice or email recruitment@comper.oxon.sch.uk

The closing date for this post is **Wednesday 18th June 2025 at 6pm**. Shortlisting will take place on Thursday 19th June with interviews scheduled for **Thursday 3rd July**.

We reserve the right to withdraw this vacancy at any time ahead of the closing date if there is a good level of response. Therefore, we recommend you submit your application as early as possible.

Oxfordshire County Council recognises the contribution that every employee makes, values individual differences, and encourages respect for all. We are a committed equal opportunity employer, and we aim to promote and develop a diverse workforce at Comper Nursery School.

We look forward to receiving your application.

Comper Nursery School and Oxfordshire County Council are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to Disclosure and Barring Service checks along with other relevant employment checks.