

Long Clawson Pre-School

JOB ADVERTISEMENT

Pre-School Manager

Long Clawson Pre School, Leicestershire | £16.50 per hour, minimum of 25 hours per week | Term time

Long Clawson Pre-School is looking for an enthusiastic, caring and motivated Pre-School Manager to lead our friendly, community-focused setting. We care for up to 20 children and have a small, dedicated team of two staff. This is a rewarding opportunity for an experienced Early Years professional to combine strategic leadership with hands-on practice, ensuring children receive the highest quality education and care in a nurturing environment.

The role as Pre-School Manager, you will:

- Lead day-to-day running of the Pre-School, promoting a positive, inclusive and ambitious culture for children, families and staff. Deliver and oversee a high-quality Early Years curriculum that supports children's learning, development and readiness for their next stage of education.
- Act as a Key Person building secure relationships with children, parents, carers, professionals and local community whilst supporting children's individual needs and progress.
- Lead on safeguarding, promoting a strong culture of vigilance and compliance with EYFS, and ensuring children's safety and wellbeing remain central to all relevant statutory guidance.
- Monitor, evaluate and continuously improve the quality of teaching, learning and assessment across the setting.
- Promote inclusion and equality of opportunity, ensuring all children, including those with SEND and disadvantaged backgrounds, can thrive.
- Work closely with the Board of Trustees on the continued development and sustainability of the charity to include taking an active role in fundraising and community engagement activities.

About you

- Level 3 Early Years qualification or equivalent, with at least 2 years experience of working with children 2-5 years.
- Full enhanced DBS checks required, together with pediatric first aid.
- Strong Early Years experience and a sound understanding of the EYFS, SEND, inclusion and early intervention.
- Excellent safeguarding knowledge and a commitment to promoting children's welfare and wellbeing.
- Strong organisational, communication and interpersonal skills. Warm, approachable, reliable and confident.
- Previous leadership/management experience; experienced Level 3 practitioners ready to take the next step are welcome to apply.

What we offer

- £16.50 per hour, for a minimum of 25 hours per week, term time. Pension scheme contributions and holiday pay.
- The chance to make a meaningful difference to local children and families by leading an established and valued community pre-school within a friendly and supportive working environment.

Closing date: 21/09/2026 Interview date: w/c 28/09/2026 Start date: As soon as possible

To apply / request an application pack: LCPreschoolCommittee@outlook.com

Long Clawson Pre-School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All applicants will be subject to safer recruitment procedures, and the successful applicant will be required to undertake an enhanced DBS check, provide satisfactory references, and comply with all pre-employment checks in line with statutory guidance.