



Widford Lodge Preparatory School

Proprietor: Louise Gear
Headteacher: Michelle Cole

01245 352381
www.widfordlodge.co.uk
admin@widfordlodge.co.uk

Preschool Early Years Practitioner – Term time only + 5 INSET days
Monday-Friday
7:45AM-4:15PM

At Widford Lodge School, children are encouraged to develop their skills, confidence and self-esteem, while fostering a positive attitude towards learning. We encourage children to explore their ideas, be inquisitive, and put their creative talents to imaginative use.

Our Pre-School supports the learning, development and care of children from the age of two and a half to four years old. Planned activities encourage social interaction with others and help to build confidence, instilling a love of school and learning from the earliest years.

We are seeking a motivated and enthusiastic Early Years Practitioner to join our nurturing Pre-School team at Widford Lodge School. This is an excellent opportunity for an individual with a strong interest in Early Years education who is keen to develop their experience within a caring, stimulating and child-centred environment.

The successful candidate will support the Early Years team in delivering high-quality education in line with the Early Years Foundation Stage (EYFS), the ethos and values of Widford Lodge School, and all relevant safeguarding and welfare requirements. This role would particularly suit someone considering a long-term career in Early Years education.

Key responsibilities:

- To plan and deliver age-appropriate learning activities.
- To observe and monitor children's development and contribute to Learning Journeys and online assessments.
- To provide high-quality care and support for children's learning, play and development.
- To help maintain consistent care routines, including mealtimes (food safety) and personal care.
- To support positive behaviour management and encourage respectful, nurturing relationships.
- To assist in preparing learning resources and setting up stimulating learning environments both inside and out.
- To maintain a clean, safe and well-organised Pre-School environment.
- To build and maintain relationships with parents and other carers to facilitate the daily learning and care of the children.
- To promote children's welfare, safeguarding, and health and safety in line with school policies.
- To work collaboratively as part of the Pre-School team and contribute positively to the wider school community.

The successful candidate will be expected to:

- Have a genuine interest in Early Years education and child development.
- Have excellent communication and interpersonal skills.

JUDICIUM
EDUCATION



nace
National Association for Able Children in Education

iaps
Independent Association of Prep Schools

FSA
FOREST SCHOOL
ASSOCIATION

independent
schools
council

Widford Lodge School Ltd, Widford Road, Chelmsford, Essex, CM2 9AN
Registered in England & Wales 03285877
VAT No: 47889400



- Have good organisational skills and attention to detail.
- Be confident in using ICT.
- Be able to work effectively independently or as part of a team, with a proactive and flexible attitude.

Essential qualifications and experience:

- GCSE level C/4 grade or above in English and Maths.
- Full and relevant Level 3 (or above) qualification in Early Years and Childcare – see the Early Years Qualifications List ('EYQL') on GOV.UK'.
- Previous experience working in an Early Years setting.

Desirable but not essential qualifications:

- A full Paediatric First Aid course (12 hour course).

Salary approx. £23,000 per annum

Visits to the school are welcome – please contact us on 01245 352581 to arrange a visit.

How to apply

For further details of the position, information about the School and application and recruitment procedures, please visit our website www.widfordlodge.co.uk

Any application must be made using our application form.

Applications can be emailed to headteacherpa@widfordlodge.co.uk

Closing date for applications: **Midday on 16th April 2026**

Interview date: **Thursday 23rd April 2026**

It is the School's policy to employ the best qualified personnel and to provide equal opportunity for the advancement of employees including promotion and training and not to discriminate against any person because of their race, colour, national or ethnic origin, sex, sexual orientation, marital or civil partnership status, religion or religious belief, disability or age. Applicants must be willing to undergo child protection screening including checks with past employers and the DBS. All new posts within the School are subject to a probationary period.

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.