

Job Title: Nursery Manager and SENCO

Location: Wavertree, Liverpool

Salary: £21,823 (pro- rata) (FTE: £26,390)

Position: 35 hours per week (Monday to Friday)

Contract: Permanent, term-time only (39 weeks) plus an additional 4 weeks' paid leave entitlement

Benefits

- 39-week contract with an additional 4 weeks' paid leave entitlement
- Birthday leave
- Staff childcare discount
- Workplace pension scheme
- Ongoing professional development and leadership training
- Supportive leadership structure including a Deputy Manager, Administrative Lead and Ofsted Nominated Individual

Are You Ready to Lead a Small Nursery with a Big Heart?

Do you believe every child deserves the very best start in life?

Are you passionate about creating an environment where children feel safe, valued and inspired to learn?

Can you inspire a team, build meaningful relationships with families and champion inclusive practice for every child?

We're looking for an experienced and passionate **Nursery Manager & SENCO** to lead our well-established early years provision in **Wavertree, Liverpool**.

For over 10 years, our nursery has supported local children and families through high-quality childcare, early education and family-centred support. As a small, community-focused setting catering for **up to 20 children aged 2-4 years**, we pride ourselves on knowing every child and family as individuals and creating a warm, nurturing environment where children can thrive.



Part of a respected Liverpool-based charity operating in Frontline Church building we are committed to supporting children, strengthening families and serving our local community.

This is a unique opportunity to lead a nursery where relationships come first, whilst also acting as the setting's SENCO and ensuring every child receives the support they need to reach their full potential.

Why This Role Is Different

Unlike many Nursery Manager positions, this role is not primarily office based.

You will spend much of your time on the nursery floor, working directly with children, supporting staff and leading practice across the setting.

As manager of a small **20-place nursery for children aged 2-4 years**, you'll have the opportunity to build genuine relationships with children and families and see the impact of your work every day.

Alongside your leadership responsibilities, you will act as the setting's SENCO, supporting children with additional needs, working in partnership with families and liaising with external professionals to ensure children receive the best possible outcomes.

You'll be supported by:

- Deputy Manager Administrative Lead
- Ofsted Nominated Individual

allowing you to focus on leading high-quality practice while maintaining a strong presence within the nursery.

The Purpose of the Role

As Nursery Manager & SENCO, you will lead the day-to-day management of the nursery, ensuring the highest standards of care, learning and safeguarding.

You will create a safe, stimulating and inclusive environment where children can learn, grow and flourish whilst supporting and developing a dedicated team of practitioners.

You will also take the lead for Special Educational Needs and Disabilities (SEND), ensuring children receive the right support at the right time and that families feel welcomed and supported throughout their child's journey.

Key Responsibilities

Leadership & Management

- Lead the day-to-day operation of the nursery.
- Ensure compliance with the EYFS Framework, safeguarding legislation and Ofsted requirements.
- Lead, motivate and develop the nursery team.
- Manage staff supervision, wellbeing and professional development.
- Promote a culture of continuous improvement and high-quality practice.
- Maintain accurate records, policies and documentation.
- Lead safeguarding practice across the setting.

Children's Learning & Development

- Create and maintain a safe, stimulating and inclusive learning environment.
- Monitor children's learning, development and progress.
- Ensure high-quality teaching and learning opportunities are provided.
- Support children through important developmental milestones and transitions to school.

SENCO Responsibilities

- Lead SEND practice across the nursery.
- Identify and support children with additional needs.
- Create and review support plans where appropriate.
- Work closely with parents and carers to ensure children receive the support they need.
- Liaise with external agencies, health professionals and local authority services.
- Promote inclusive practice throughout the nursery.

Parent Partnerships

- Build strong and trusting relationships with parents and carers.
- Support family engagement across the setting.
- Act as a key point of contact for families.
- Promote a welcoming, family-centred culture.

What We're Looking For

Essential

- Full and relevant Level 3 Early Years qualification or above.
- Previous experience within an Early Years setting.
- Leadership, supervisory, Deputy Manager or Nursery Manager experience.
- Strong knowledge of the EYFS Framework.



- Good knowledge of safeguarding and child protection procedures.
- Excellent communication and organisational skills.
- A genuine passion for improving outcomes for children and families.

Desirable

- SENCO qualification or experience.
- Previous Nursery Manager experience.
- Paediatric First Aid qualification.
- Experience supporting Ofsted inspections and quality improvement planning.

Our Christian Ethos

Our nursery forms part of a Christian motivated charity.

The Nursery Manager & SENCO will play an important role in leading and promoting the organisation's Christian vision, values and ethos throughout the setting.

We are looking for someone who can model Christian leadership through compassion, integrity, kindness, humility and service. The successful candidate will help create a culture where children, families and staff feel welcomed, valued and supported.

Due to the nature of this role and its responsibility for leading and promoting the Christian ethos of the organisation, there is a Genuine Occupational Requirement under Schedule 9 of the Equality Act 2010 for the post-holder to be a practising Christian.

Interested?

If you're an experienced Early Years professional who is passionate about leadership, inclusion and making a lasting difference to children and families, we'd love to hear from you.

Early applications are encouraged and interviews may take place before the closing date.