

## Baby Room Lead

Ref: AMB2504

An opportunity to make your mark



Primary School and Children's Centre

*Achieving more*

**CLOSING DATE: Midnight, Tuesday 27<sup>th</sup> May 2025**

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# Welcome from the Headteacher

## Dear Candidate

Thank you for your interest in the role of **Baby Room Lead** at Ambler Primary School and Children's Centre.

The successful candidate will be a part of a creative and hardworking early years team.

Ambler Primary School and Children's Centre is a unique, culturally diverse, community school with children from 6 months to 11 years of age. It is a place where every decision made puts the needs of the child first and foremost – a school that is aspirational for every learner.



Our setting is a place where children arrive with smiles on their faces, full of questions and a desire to learn. This is due to the dedicated and passionate staff who ignite learning and support the children to '**Achieve More**' using their **DREAMS** qualities. The aim is to create lifelong learners ready for the 21<sup>st</sup> century, ready for the BIG WORLD!

Our enriched curriculum drives what we believe to be important. We celebrate role models and embrace equality and diversity. We place a strong emphasis on oracy, providing children with the tools to use their voice to justify their ideas. Through challenge, collaboration and problem solving we allow our children to make excellent progress and fulfil their potential.

Rated 'Outstanding' in our recent Ofsted, we are a setting that is dynamic and innovative in order to support the needs of all children; academically and in terms of their mental health and well-being.

Most importantly, we are '**One Ambler**', a school supported by parents, governors and Friends of Ambler with the sole aim to make school life the best it can be for every child. This is summed up in a quote from our recent parent survey:

"I love the spirit of the school and the buzz and the excitement that all the children have. It is a warm and safe place for people of any background to find a place within."

I feel privileged to be the Head of this school and am proud to see it go from strength to strength.

I really hope that you are as excited as we are about Ambler and you do apply.

Looking forward to meeting you.

**Sandeep McNicholl**  
Headteacher





## Why come to Ambler?



The Ambler provision of school and Children's Centre provides a seamless integrated service from pre-birth to the end of Year 6. We have the privilege of working in a very rich and diverse community which includes many children and families from a range of backgrounds and cultures and this vibrant blend makes the Ambler community a unique and energising place to be.

Ambler is a great place to work and has a positive environment where everybody works together to achieve more. This is a rare opportunity to join a committed and supportive team that works hard to make a difference to the lives of hundreds of children.

At Ambler, we promote equality, challenge discrimination and recognise the positive value that comes from having a truly diverse workforce. We welcome applications from people of all backgrounds who reflect the diverse community of our school.

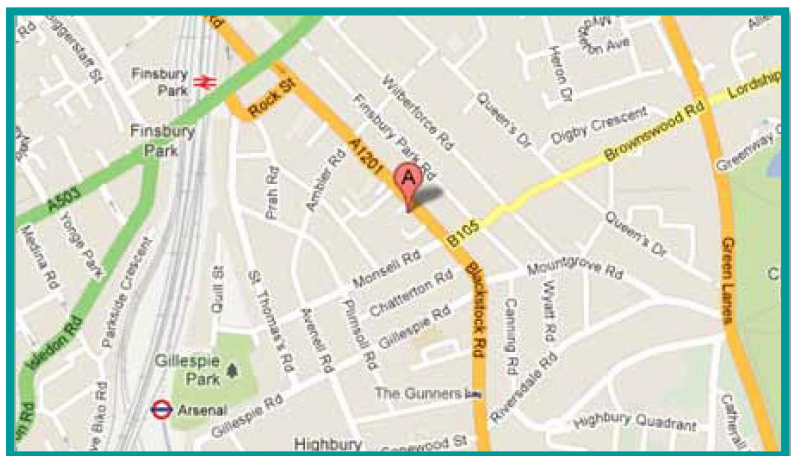
### We can offer:

- A warm, positive working environment where everyone is valued
- The opportunity to be part of an engaging and highly motivated team, who provide excellent services for our community
- Fantastic opportunities for professional development
- A chance to share your ideas, contribute to improvements and make your mark across the setting and Islington
- Enticing Inner London pay rates and generous annual leave entitlement
- Highly supportive and enthusiastic leaders and dedicated governors
- Excellent location at the heart of Islington

### Ambler Primary School and Children's Centre

Blackstock Road  
Islington  
London  
N4 2DR

Tel: 020 7226 4708



### Ofsted Report

For the latest reports on Ambler Primary School and Children's Centre, please [click here](#).

### Website

Ambler Primary School and Children's Centre website is <http://www.ambler.islington.sch.uk>.

### Islington

Further information about Islington borough is available at [www.islington.gov.uk](http://www.islington.gov.uk)

## Our Values



**Determination**



**Resilience**



**Empathy**



**Ambition**



**Motivation**



**Self-Belief**

### Determination

You can show determination by:

- Trying your best
- Working hard in anything you find difficult
- Focusing on specific steps or targets
- Breaking your goal down into small steps
- Taking one step at a time if necessary
- Accepting that some goals require hard work
- Being persistent and tenacious

### Resilience

You can show resilience by:

- Never giving up
- Persevering when working towards your goal
- Trying to achieve your personal best
- Overcoming the fear of failure
- Keep on going even when it gets tough
- Having the ability to problem solve
- Bouncing back from obstacles

### Empathy

You can show empathy by:

- Being kind to those around you
- Thinking about how other people may be feeling
- Imagining what it would be like walk in their shoes or be in their position
- Be ready to help and support
- Listening to others without judgement.

### Ambition

You can show ambition by:

- Identifying and aiming for a goal
- Knowing the steps to achieving your goal
- Pushing and extending yourself
- Believing that nothing is impossible
- Keeping focused on the 'big picture'
- Articulating your ambition and your progress
- Knowing there are different routes to success

### Motivation

You can show motivation by:

- Being prepared to work hard
- Dealing with failure or setbacks positively
- Really wanting to achieve success
- Understanding why you are doing something
- Being driven and keen
- Accepting and understanding constructive criticism
- Being aware of your own areas of development

### Self-belief

You can show self-belief by:

- Showing bravery
- Taking risks and trying new things
- Recognising what you are good at
- Having confidence that you will achieve
- Saying 'I can do this!'
- Visualising yourself succeeding
- Learning from your mistakes

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## Job Advert - Baby Room Lead

<b>SALARY RANGE:</b>	Scale 6
<b>ACTUAL SALARY:</b>	£36,345 - £37,437 per annum
<b>CONTRACT:</b>	1-year fixed term, 35 hours per week, all year round.
<b>REQUIRED FOR</b>	September 2025

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Are you passionate about supporting children's early experiences and outcomes and promoting a lifelong love of learning?

If you are then we could have the job for you!

This is a fantastic opportunity to join our outstanding school and children's centre and become part of the thriving team at Ambler!

We are seeking to appoint a dynamic, enthusiastic, creative, well organised and committed **Baby Room Lead** to join our well-established early years team.

The successful candidate would need to be able to work a range of shifts between the hours of **8am and 6pm, all year round.**

*We are looking for candidates with:*

- Excellent communication and leadership skills.
- Patience, empathy, and a genuine love for working with babies.
- Excellent knowledge and experience of providing high-quality care and education for babies and young children.
- Ability to monitor, assess and write quality observations.
- Ability to work as part of a team and to follow and embed whole school initiatives.
- A commitment to improving outcomes for all our children and families as part of multi-agency team working.
- Strong understanding of safeguarding and health & safety requirements.

**Deadline for applications:** Midnight, Tuesday 27<sup>th</sup> May 2025.

**Short-listing:** Wednesday 28<sup>th</sup> May 2025.

**Interviews:** Tuesday 3<sup>rd</sup> May 2025.

Please apply online at [www.jobs.islington.gov.uk](http://www.jobs.islington.gov.uk) If you need any assistance, please email the [childrenscentre@ambler.islington.sch.uk](mailto:childrenscentre@ambler.islington.sch.uk) quoting reference: AMB2407

Ambler Primary School are committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment; an enhanced DBS check will be required.

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# Baby Room Lead Job Description



<b>POST TITLE</b>	Baby Room Lead
<b>SALARY</b>	£36,345 - £37,437 per annum
<b>CONTRACT</b>	35 hours per week, all year round. Shifts between the hours of 8am- 6pm
<b>REPORTS TO</b>	Head of Children's Centre

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## PURPOSE OF THE POST

Under the overall direction and management of the Head of Children's Centre, take responsibility for the day-to-day operations of the baby room (0–2 years). This involves leading a team of early years practitioners to provide outstanding care and early education for our youngest children, so that reach their full potential, particularly in the prime areas of learning, and develop their Characteristics of Effective Learning.

## MAIN DUTIES

1. To take responsibility for promoting and safeguarding the welfare of children in your care and those you come into contact with, completing child protection training at a level appropriate to the role.
2. Lead and support with the planning and implementation of responsive, inclusive, and developmentally appropriate activities following the EYFS framework.
3. Act as a key person for a designated group of babies, forming strong, secure attachments to support their emotional well-being and development, monitoring the progress of each child and maintaining accurate records, observations, and assessments.
4. Oversee the development and well-being of all other children in the baby room, monitoring observations and assessments completed by the team and supporting practitioners in identifying children who may need additional support or early intervention.
5. Build trusting relationships with parents and carers, ensuring consistent communication and shared understanding of each child's needs, routines, and progress, including support for the home learning.
6. Manage room routines such as feeding, changing, and sleep schedules in accordance with individual children's needs.
7. Support transitions for babies settling into the setting and when moving to new rooms or external environments. Maintain open and ongoing communication with parents, providing guidance and reassurance during each transition stage and work collaboratively with external professionals to support children with additional needs during transitions.
8. Lead room discussions and contribute to staff meetings focused on tracking children's progress and planning next steps.
9. Contribute to the development of appropriate positive behaviour strategies with children maintaining consistency in practice.

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10. Foster close working relationships with the range of professionals in order to promote access to wider services for all families and children and support a multi-disciplinary team around the child and family approach.
  11. Take responsibility for the development of a specific area of the curriculum or practice.
  12. Use evaluative tools to improve practice and measure impact and report on the service provided analysing available data as appropriate.
  13. Attend and participate in relevant Continual Professional Development (CPD) events, share the knowledge and ideas gained with colleagues in the setting and contribute to the continuous improvement of the setting.
  14. Contribute to the development of relevant policies and procedures.
  15. To attend and constructively take part in meetings, supervision, seminars and other events designed to improve communication and assist with the effective development of the post and post holder.
  16. Keep up to date with best early years practice, local and national policy contributing to the achievement of agreed service outcomes, and personal appraisal targets, as agreed by the line manager.
  17. Undertake other minor and/or non-recurring duties appropriate to this post as directed by the Head of Centre, including working flexibly (e.g., weekends and evenings).
  18. To undertake other duties commensurate to the grade of the post.
  19. Two weeks of the annual leave entitlement to be taken during the Centre closure period in summer (specific dates to be confirmed depending on Centre).

#### **ADDITIONAL:**

- Be aware of key school plans, policies and procedures, especially the School Priorities, Health and Safety Procedures and Child Protection Procedures.
- Behave professionally and in compliance with the Code of Conduct
- To use and assist others in the use of information technology systems to carry out duties in the most efficient and effective manner.
- To achieve agreed service outcomes and outputs, and personal appraisal targets, as agreed by the line manager.
- To undertake training and constructively take part in meetings, supervision, seminars and other events designed to improve communication and assist with the effective development of the post and post holder.
- The post holder is expected to be committed to the Council's core values of public service, quality, equality and empowerment and to demonstrate this commitment in the way they carry out their duties.
- Ensure all the services within the area(s) of responsibility are provided in accordance with the Council's commitment to high quality service provision to users.
- Ensure that duties are undertaken with due regard and compliance with the Data Protection Act and other legislation. In particular, respecting the confidentiality of pupil information and respond sensitively to pupils' needs.



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- Carry out duties and responsibilities in accordance with the Council's Health and Safety Policy and relevant Health and Safety legislation.
  - At all times carrying out responsibilities/duties within the framework of the Council's Dignity for all Policy. (Equal Opportunities Policy).
  - Ensure the environment and resources are well managed and effectively deployed to the best possible effects contributing to maintaining a high-quality centre.
  - Ensure legal, regulatory and policy compliance under GDPR, Health and Safety and in area of your specialism identifying opportunities and risks and escalating where appropriate. Contribute to the application of the appropriate steps to ensure the statutory safeguarding and welfare requirements are consistently maintained.
  - Contribute to the safe handling and maintenance of centre resources, including and not explicit too ICT equipment.

### **PLEASE NOTE**

*This job description is a guide to the general duties and responsibilities of this post, which reasonably may vary from time to time according to the needs of the service. It does not form part of the terms and conditions of employment.*

*All staff at Ambler Primary School and Children's Centre are expected to accept reasonable flexibility in working arrangements, including undertaking duties commensurate with the scale of the post and duties normally allocated to posts at a lower scale.*

## Person Specification

The person specification is a picture of skills, knowledge and experience required to carry out the job. It has been used to draw up the advert and will also be used in the short-listing and interview process for this post.

You should demonstrate on your application form how you meet each of the following essential criteria. Please ensure that your address each one of the criteria as this will be used to assess your suitability for the post.

<b>EDUCATION and EXPERIENCE</b>		
<b>E1</b>	Minimum Level 3 qualification in childcare/early years practice with suitable practice placements (e.g., NNEB Certificate, NVQ Level 3 - Childcare/Early Years Care, BTEC Nationals in Childhood Studies or equivalent)	<b>A/I</b>
<b>E2</b>	Minimum 2 years of post-qualifying experience of working with children under 2 in an early year setting	<b>A/I</b>
<b>E3</b>	Knowledge of child development, especially ages 0–2	<b>A/I/T</b>
<b>E4</b>	Proven leadership and management skills	<b>A/I/T</b>
<b>E5</b>	Educated to English GCSE (A-C) or equivalent or able to pass the Council's literacy tests	<b>A/I/T</b>
<b>KNOWLEDGE, SKILLS and ABILITY</b>		
<b>E6</b>	The ability to safeguard and promote the welfare of children, and provide a safe learning environment and recognise when a child is in danger or at risk of abuse.	<b>A/I/T</b>
<b>E7</b>	Secure knowledge of early childhood development and the importance of early identification and intervention including the range of factors that can inhibit children's learning and development	<b>A/I/T</b>
<b>E8</b>	Ability to create a stimulating learning environment using knowledge and understanding of the national early years framework and the importance of play in young children's development and learning, including for children with SEND	<b>A/I/T</b>
<b>E9</b>	Ability to relate easily and communicate effectively with children aged birth to 5 using an understanding of the importance of the child's well-being with the ability to meet their physical and emotional needs. Including those with additional social, emotional or special education needs.	<b>A/I/T</b>
<b>E10</b>	Demonstrate the ability to develop effective relationships with parent/carers and support them in promoting their children's learning and development in the home	<b>A/I/T</b>
<b>E11</b>	Demonstrate the ability to communicate effectively with multi-agency staff and contribute to Early Help Assessments	<b>A/I/T</b>
<b>E12</b>	Demonstrate a knowledge of current developments and issues in the education and care of young children, including those who are vulnerable or disadvantaged	<b>A/I/T</b>
<b>E13</b>	High level of written and verbal communication and interpersonal skills	<b>A/I/T</b>

<b>E14</b>	To have relevant IT skills, be willing to develop these skills as necessary and be familiar with relevant software.	<b>A/I/T</b>
<b>E15</b>	Demonstrate the ability to support and motivate colleagues in specific areas of practice, as required.	<b>A/I/T</b>
<b>ADDITIONAL REQUIREMENTS OF SCALE 6</b>		
<b>E16</b>	Demonstrate the ability to lead, develop and support services and staff members.	<b>A/I/T</b>
<b>E17</b>	Demonstrate the ability to contribute to and analyse data identifying any future actions for development.	<b>A/I/T</b>
<b>COMMITMENT TO EQUAL OPPORTUNITIES</b>		
<b>E18</b>	Demonstrate the ability to adhere to the Council's Dignity for All policy.	<b>A/I/T</b>
<b>SPECIAL REQUIREMENTS OF THE POST</b>		
<b>E19</b>	This post will require satisfactory clearance from an Enhanced Disclosure and Barring Service (DBS) check.	✓
<b>E = Essential</b>		
<b>*Assessed by: A= Application I= Interview T= Test</b>		

## Details of Selection Process

### Application deadline

Completed application forms must be received by Midnight, Tuesday 27<sup>th</sup> May 2025.

Please apply online at <http://jobs.islington.gov.uk> If you need any assistance, please email the [childrenscentre@ambler.islington.sch.uk](mailto:childrenscentre@ambler.islington.sch.uk) quoting reference: AMB2504

Please note that application forms should not be returned to the Children's Centre.

### Completing your application

Candidates are asked to complete all the standard information required on the application form, and to submit a supporting statement, addressing all of the criteria identified at application stage.

### Visits

We welcome visits. If you have any questions, get in touch!

### Selection process

The selection process will be a combination of tasks, activities, assessment tools and interview. Further information will be provided to the candidates shortlisted for interview.

### References

Candidates are advised that references will be taken up immediately after shortlisting. Candidates are asked to ensure that their referees are warned of the need to respond within the timescale set. In all cases at least one professional reference is required.

The post will be offered subject to satisfactory completion of pre-employment checks.

### Safeguarding children

Prior to appointment, formal checks will be made in accordance with the current statutory requirements relating to child protection.

Call **020 7359 7628** or email [childrenscentre@ambler.islington.sch.uk](mailto:childrenscentre@ambler.islington.sch.uk)

