



RATCLIFFE  
COLLEGE

Appointment of

# EARLY YEARS LEAD PRACTITIONER

Required from the end of August 2025

Encouraging **Big Ideas**

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# HEADMASTER INTRODUCTION

Welcome to Ratcliffe College.

I am delighted that you are considering applying for a role at our wonderful school. First and foremost, Ratcliffe College is a fantastic place to work. We are blessed with a beautiful physical environment set in almost 200 acres of rolling Leicestershire countryside. Our staff, teaching and non-teaching, work in harness, daily, to provide a safe, secure, and nurturing environment for the children and young people to enjoy. Our collegiality is built on the foundations of the College's Catholic faith, which welcomes everyone with the same universality of warmth and respect, embracing difference and cultivating an authentic community which values everyone equally.

As a Catholic School with a proud Rosminian heritage which has endured since our Foundation in 1847, our aim is to help young people to achieve their greatest potential, guide their intellectual growth, nurture their God-given talents, and inspire them to live in service to others. Together, we aim to develop honest, confident, responsible, and compassionate members of society, based on the educational values of Blessed Antonio Rosmini, inspired by our school motto, *Legis Plenitudo Caritas* or Love is the fulfilment of the Law.

At Ratcliffe College, Christ is very much at the centre of all that we do. So, if our Mission resonates, and you believe you can be happy and thrive here, I encourage you to apply and join our team of staff as we fulfil our Mission.

I wish you all the very best of luck with your application.

Yours sincerely,

Kind regards,



Mr J. P. Reddin,  
Headmaster.





# OUR MISSION

## **With Christ at the centre of our learning we:**

- Help young people to achieve their greatest potential.
- Guide their intellectual growth, nurture their God-given talents, and inspire them to live in service to others.
- Aim to develop honest, confident, responsible and compassionate members of society, based on the educational values of Blessed Antonio Rosmini.

## **Our core Rosminian values:**

### **1. Legis Plenitudo Charitas: Love is the Fulfilment of the Law.**

Our community recognises each individual as a unique part of God's creation, nurtures in each a sense of dignity and self-worth, and fosters supportive and caring relationships.

### **2. Rosminian Education pursues the perfection of both human nature and the human person.**

Our students' intellect and talents are formed by a broad and balanced curriculum, responsive to and supportive of students' needs and aspirations. Our students' moral integrity is developed through the teaching, celebration and the living of Christian faith.

### **3. Intellectual integrity leads us to the Truth.**

God is the source of all truth. Our staff are encouraged to foster intellectual curiosity, honesty and achievement in their students and within themselves.

## OUR VISION

Here at Ratcliffe College, the notion of encouraging big ideas is something that goes right back to our Rosminian heritage also, and it sits firmly at the heart of our school today. Ratcliffe is a place where you are never on your own, someone has always got your back, we believe in bringing people together and supporting their ambitions. We believe that when you encourage a young person to think big, you encourage them to be their very best; both inside and outside of the classroom.

[View our Strategic Development Plan](#)



# ABOUT RATCLIFFE COLLEGE

**Ratcliffe College is an HMC and IAPS, Roman Catholic, co-educational, day and boarding school for students aged between 3 and 18 years, founded in 1847 by the Institute of Charity (known as the Rosminians).**

Whilst Ratcliffe operates as a Catholic school, children are welcomed from other denominations and faiths whose parents feel they can share in, and benefit from, the ethos and environment of the College. The majority of students at Ratcliffe are day students drawn from the local catchment area of Leicestershire, Nottinghamshire and Derbyshire.

Ratcliffe is organised on a Year basis in the Senior School. Individual Year Groups are led by a Head of Year, assisted by a team of Form Tutors.

## **The Senior Leadership Team comprises:**

- **Headmaster**  
Mr J Reddin, BSc, MSc, NPQH
- **Senior Deputy Head**  
Mr K Ryce, BA, MSc
- **Deputy Head Pastoral**  
Mr J Rainer, BA, MA
- **Assistant Head Academic**  
Ms J Davis, BA, MSc
- **Assistant Head, Head of Sixth Form**  
Mr B Harrison, BA
- **Head of Preparatory School**  
Mrs S Minford, BA, MA
- **Deputy Head of Preparatory School**  
Mrs M Markham, BMus
- **Director of Finance and Operations**  
Mr C Bellamy, HND
- **Director of Safeguarding**  
Mr Jeff Masterton

There are circa 300 staff at Ratcliffe College, with the Support Staff Team led by the Director of Finance and Operations.

## **Boarding Community**

Ratcliffe benefits from a vibrant, warm and welcoming boarding community that has long been part of the School's history. All students are encouraged to participate in boarding during their years at school – as full, weekly, part-time or occasional boarders. Its close-knit community of friends and teachers' is a supportive environment where our young people thrive. Boarding at Ratcliffe provides a world of opportunities and benefits to support students alongside their studies, with a wide breadth of trips and boarding activities available during the week and at weekends.

Boarders' are drawn from both the United Kingdom and many other parts of the world, including a cohort of GCSE students (Academy players) who attend as part of our partnership with Leicester City Football Club.

The College also runs several short-term International boarding programmes throughout the year, including 3-4 Immersion taster experiences, an annual Summer School delivered by Ratcliffe staff and the Leicester City FC International Football Summer Camp.

All students, boarding or day, are assigned to a Form Tutor who oversees their day-to-day academic and pastoral progress. Boarding students are additionally supervised by the boarding staff team.

We witnessed calm classrooms with engaged students working independently, or in covert huddles.

*The Good Schools Guide*

The detailed co-ordination and monitoring of boarding arrangements are the responsibility of the Deputy Head Pastoral (Mr J Rainer), with the support of the Housemaster (Mr J Estevez) and Housemistress (Mrs L Webster), all of whom live on site with their families. Whilst the Senior School is divided horizontally into Year Groups, the College community as a whole is cohesive, helped by the fact that the main school building houses a number of subject departments, as well as living and recreational areas.

### **Co-Curricular Opportunities - The 'Big Six'**

The College operates a ten-day timetable of lessons over two weeks, from Monday to Friday (there are no Saturday morning lessons), but many day students remain after lessons have finished to do their prep under supervision or participate in the vibrant co-curricular activities programme. There is also a programme of activities each weekend, including Saturday inter-schools' sports fixtures. Most boarders remain resident in school throughout the weekend, and attend Sunday Mass in the College's beautiful chapel, as well as attending the Boarding Community Trip held every Sunday.

Balancing the academic programme, co-curricular activities provide many opportunities for the students to

participate in wider school life and contribute to their personal development. Sport, Music, Drama, Combined Cadet Force, the Duke of Edinburgh's Award Scheme and Caritas are all extremely popular, in addition to which there is a full and varied programme of lunchtime and after-school activities, together with a variety of Sixth Form clubs on offer.

The quality of the programme is outstanding, and is a significant part of what makes Ratcliffe different or special as a school. A number of educational day and residential visits annually enhance the educational experience that students receive, while Activities Week in the last week of the Summer Term exemplifies perfectly the College's commitment to educating children for life.

”

Co-curricular offering is the lifeblood of the College. Pupils say they are never bored.

*The Good Schools Guide*

“







# ACADEMIC EXCELLENCE

**Ratcliffe students enjoy an excellent all-round balanced education, underpinned by the College's core Rosminian Catholic ethos.**

While students at Ratcliffe have a broad range of ability, academic success is strongly encouraged, valued and recognised; indeed, the greatly improved academic standards in recent years have proved popular both with parents and prospective parents, as reflected in the numbers of students applying to join the College.

**Ratcliffe College has repeatedly ranked in the top 1% nationally for value added results at A Level.**

A-level results achieved in 2023:

- 81% of all A-Level grades were A\* - C
- 32% achieved A\*/A, with a pass rate of 99.5% overall.

Over 90% of students typically achieve their first choice pathway for life after School. This includes students taking up places at Oxford, Cambridge, and other highly selective Russell Group universities; for Medicine, Dentistry and Veterinary Science; and at universities abroad.



**ISI** Independent  
Schools  
Inspectorate

Ratcliffe College has been judged 'Excellent' in all areas (ISI Inspection, 2022).

Read the full Inspection Report [here](#).



# THE BENEFITS OF WORKING AT RATCLIFFE COLLEGE



360  
Campus Tour



**Free lunch and refreshments**



**Free parking on-site**



**Contributory Pension Scheme  
and  
Remission on School Fees  
after qualifying period**

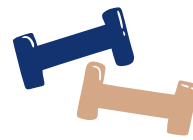


**Professional Development  
opportunities**



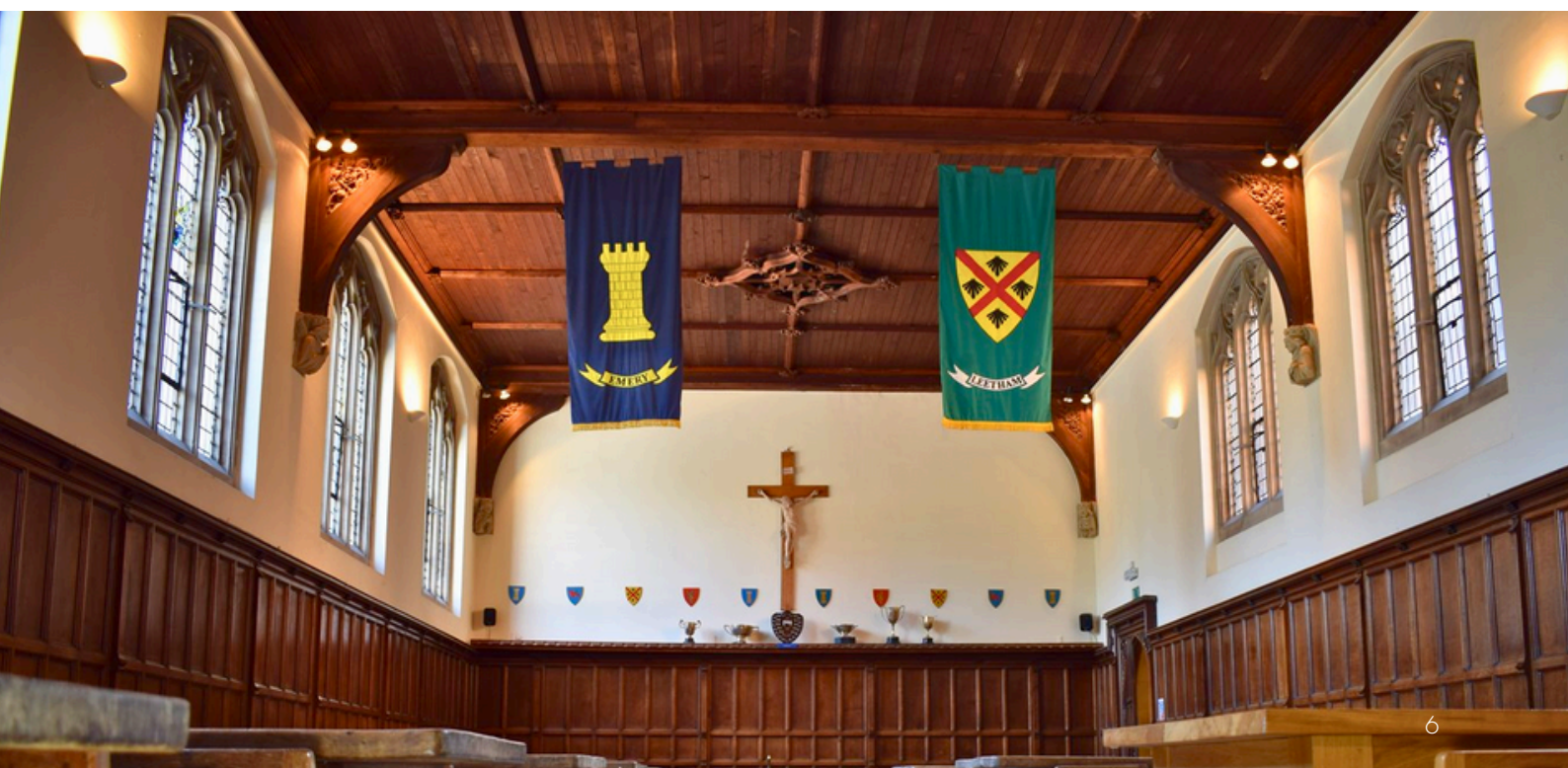
## **Staff Wellbeing**

- Staff Wellbeing Committee
- Free staff social events
- Access to on-site Medical Care
- Ratcliffe College Community Committee
- Access to the School Counsellor
- Free counselling line for staff and their families



## **Sport and Leisure**

- Free use of the on-site gym (at specified times)
- Leicestershire County Cricket Club family tickets (limited)







Your paragraph text

”

Pupils have excellent attitudes to learning and considerable willingness to participate across all areas of their education.

“

*ISI Inspection, 2022*



# THE ROLE **EARLY YEARS LEAD PRACTITIONER**

Required from the end of August 2025

Permanent, 37 hours per week. Term time, 34 weeks plus 2 weeks (36 weeks per annum)

Salary £22,765 per annum

We seek an Early Years Lead Practitioner in our Swans class from the end of August 2025.

You will be the Lead Practitioner in this class (children turning 4). You will plan and teach high quality learning opportunities through exciting activities across the EYFS curriculum, whilst incorporating and maintaining a safe, secure and caring environment. You will be ably assisted by a Nursery assistant in this class.

A motivation to provide fun, educational and high quality care for children is essential, as well as a solid understanding of the EYFS Framework. Our ideal candidate would be an excellent role model that sets high expectations and motivates the children to achieve. Applicants must be enthusiastic and have excellent communication and interpersonal skills.

We want to invest in a member of staff for the long term, and support their development and impact as they work within our Nursery provision.

We want each child to reach their full potential in a happy and nurturing environment. Our community is warm and friendly and parents are closely involved in their children's education, with our open door policy promoting regular communication and collaboration.

We are a genuine all-through school, with our pupils staying from Nursery through to Sixth Form. Therefore, we have a unique opportunity to have a long term and dramatic impact on our pupils' lives. This all starts in our Preschool, where our pupils develop and grow a love of learning.

A Level 6 Early Years Qualification (Qualified Teacher Status, Early Years Professional Status or Early Years Teacher Status) is highly desirable for this post. It is essential that you have Level 2 qualifications in Maths and English and at least 2 years experience working with pre-school children.





# JOB DESCRIPTION

JOB TITLE: Early Years Lead Practitioner

HOURS: Monday & Friday - 8.30am - 4.30pm, Tuesday - 8.30am - 5.00pm and Wednesday & Thursday 8.30am - 4.00pm

REPORTS TO: Head of Preparatory School

FUNCTIONAL RESPONSIBILITY: Head of EYFS

OTHER REGULAR RELATIONSHIPS: Nursery Staff, Nursery Children and Parents/Carers.

JOB PURPOSE:

To provide a high standard of academic, social, emotional, physical and spiritual care for children in Nursery. To lead, plan and teach children aged 4 in the Swan's classroom. To implement the daily routine in the Swan's classroom. To be adaptable to working within any class or small group within our Nursery setting, including Reception.

MAIN RESPONSIBILITIES

- To implement the Early Years Foundation Stage Framework in the Swans class.
- To prepare meaningful activities for the children in Swans in order to develop all aspects of the children's individual development, within a safe and stimulating environment.
- To be responsible for creating a stimulating and productive learning environment in the classroom and shared areas, ensuring it meets the needs of all children.
- To take responsibility for the preparation of the Swans resources and displaying the children's work appropriately.
- To have high expectations for all children, helping them to realise their potential in the seven areas of learning.
- To assist in setting clear next steps in learning for each child, at least once per term.
- To maintain good discipline, in accordance with the Nursery's behaviour policy.
- To observe, assess and record each child's progress, and be responsible for each child's learning journey.
- To work in partnership with colleagues to ensure the smooth daily running of the Nursery School.
- To liaise with the parents on a daily basis.
- To undertake formal Parent's Evenings 3 times a year, to report on progress.
- To write an end of year pupil report for parents summarising progress in each of the 7 areas of learning.
- To complete progress trackers which are shared with parents twice a year.
- To care for and supervise the children at lunchtime in the refectory as required.
- To assist with assessments for new children who wish to enter the school.
- To lead Parent workshops for the Swans class.

# JOB DESCRIPTION

## GENERAL RESPONSIBILITIES

- To work in accordance with the aims and principles of the School's mission statement, and be sympathetic and supportive of the Catholic ethos of the School.
- To work according to the School's policies and procedures of Ratcliffe College including the School's Health and Safety and Safeguarding Policies. To report any concerns immediately to the Head of EYFS.
- To ensure the children's well-being and safety at all times.
- To promote a high standard of pastoral care.
- To attend weekly planning meetings and whole school inset days and staff meetings before the start of each term.
- To assist with Special Events throughout the school as required, for example Celebration Afternoon.
- To assist with Open Mornings as required.
- To attend in-service training showing commitment to continuous professional development and to keep up to date with changes to the curriculum.
- To promote a high standard of pastoral care.
- To foster and maintain good working relationships, acting as a courteous, friendly and professional member of the school team and work in a co-operative, diplomatic and flexible manner.
- To maintain good practice in terms of staff attendance, discipline and professional attitude in the school.
- To undertake any other duties as may reasonably be requested by the Head of EYFS or Head of Preparatory School.

The Nursery School was opened in 1998 for 3-5 year olds. It consists of four classes: Cygnets, Swans (both pre-school classes) and two Reception classes. The Nursery provides a happy and positive environment for young children to grow and develop. We have the capacity to enrol 72 children across the classes.

An extract from the Nursery School Mission Statement reads: "Each child entrusted to our care is special. We aim to create a warm, secure environment in which each child has the freedom to develop his/her abilities and potential. We aim to lay the firm foundations upon which all further knowledge can be based".



# PERSON SPECIFICATION

	Essential	Desirable
Qualifications	NVQ Level 3 in Childcare or equivalent qualification	Level 6 qualification (Qualified Teacher Status, Early Years Professional Status or Early Years Teacher Status)
	A GCSE in English and Maths at C Grade or above (or similar Level 2 Qualification in English and Maths)	Valid Paediatric First Aid Certificate
Experience	Two years working with children under 5 years of age	Experience of leading a room within a Nursery/Pre School or of leading a group of children aged 3-4 years in regular weekly sessions
		Knowledge / experience of the Independent School sector
Skills	Excellent interpersonal and communication skills	
	Ability to plan and teach activities based around EYFS Framework	
	Ability to observe, assess and record pupil's learning	
	Ability to prioritise	
	Ability to command respect of children	
	Good organisational skills	
	Ability to coordinate appropriate activities	
	Knowledge, understanding and competence in ICT	
Knowledge	Excellent knowledge of the Early Years Foundation Stage Framework	Knowledge of Tapestry as a means of communicating with parents
	Understanding of current good practice in teaching and learning	
Personal qualities	Commitment to the Ethos of the School	Confidence in speaking with Parents
	Initiative and enthusiasm	
	An excellent team player excited to contribute to our nursery and wider school community	
	Hard working and good stamina, able to respond positively to high expectations	
	Ability to maintain appropriate and supportive relationships with children, staff and parents	
	Positive attitude to use of authority and maintaining good behaviour standards	

# HOW TO APPLY

Ratcliffe College acknowledges receipt of all applicants.

1

## COMPLETE AN ONLINE APPLICATION FORM

[Visit our vacancies page.](#)

Please follow the link above to visit the main vacancies page on our school website. Search for the vacancy you wish to apply for, complete the online application form in full and submit it to us before the closing date.

2

## INVITED TO INTERVIEW

Interviews to be held on Wednesday 2<sup>nd</sup> June 2025

### **Closing date for applications:**

**9am, Friday, 27th June 2025**

We reserve the right to interview and appoint prior to the closing date. Early applications are therefore encouraged.





# FURTHER INFORMATION

## Child Protection

Ratcliffe College is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. This role is exempt from the Rehabilitation of Offenders Act 1974, and applicants are required to declare all convictions and cautions (including those which are “spent” unless they are “protected” under the DBS filtering rules), in order to assess their suitability to work with children. For further information, please see the Recruitment, Selection and Disclosures Policy.

The College is also registered for the processing of personal data in accordance with the Data Protection Act 1998. Such checks are required in accordance with the Recruitment, Selection and Disclosures policy and the Data Protection policy. Copies of these policies may be obtained from the Director of Finance and Operations upon request.

## The appointment is subject to satisfactory:

- References, of which one must be from a current or most recent employer if not currently in employment
- Disclosure and Barring Service check (including children’s barred list check if appropriate)
- Open source check
- Proof of identity
- Right to work check
- Qualifications check
- Health screening





RATCLIFFE  
COLLEGE

Ratcliffe College, Fosse Way, Ratcliffe on the Wreake, Leicester, LE7 4SG



[www.ratcliffecollege.com](http://www.ratcliffecollege.com)



HR: 01509 817089

