



THE  
MARIST  
SCHOOL  
ASCOT

# Appointment of Nursery Assistant

*Feet on the ground. Reaching for the stars.*

# THE MARIST SCHOOL

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The Marist is a Catholic independent school for girls aged 2-18 with a co-ed Pre-Prep. The School has an historically rich educational heritage emanating from the early 1900s when the school was founded by the Society of Mary (Marist Sisters).

In 2022 the school joined Concept Education in their mission to provide outstanding academic and co-curricular opportunities that develop life skills ready for today's world. This has brought a significant period of investment and growth throughout the school, including the redevelopment of our Rosary building to provide a new senior school reception and a state-of-the-art VIth Form Centre.

At The Marist School Ascot we believe in excellence, its who we are and it's what we do. Rated excellent in all areas by the Independent School Inspectorate in 2021 we continue to provide a thriving creative and challenging curriculum that promotes a learning environment where our students become the best they can be. Our students leave us with excellent academic results as well as the cognitive and people skills to be a success in whatever they choose to do.

Our heritage is part of our success. Based on core Marist Values we have been providing an all-round education where our students leave us with excellent academic results since the early 1900s when the school was founded by the Society of Mary (Marist Sisters). Today the school continues to proudly follow the Catholic life, mission and values of the Church.

Staff at The Marist School are part of a warm and welcoming community that is at the heart of the school. In return our staff enjoy a generous pension scheme, on-site parking, free meals, access to fitness facilities and fee remission.



# JOB DESCRIPTION

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## JOB TITLE

Nursery Assistant  
(Full Time, all year)

## REPORTS TO

Head of Pre-Prep

## TEACHING AT THE MARIST NURSERY

With inquisitive learning at the heart of all we do, The Marist Nursery follow a curiosity approach where children are encouraged to explore and ask questions.

## THE DEPARTMENT

We are a full-time school nursery and form the foundation of the Pre-Prep phase of the school. One of the many benefits to being the start point of such an inspirational school is that we are able to provide an enriching and forward thinking learning environment for our youngest children. More than just a day care facility, the team create an environment that encourages the development of inquisitive minds working alongside the Prep Phase 'Creative Curriculum'.

The Nursery Team support the children in their own unique learning journeys through a range of engaging activities and build on each child's development through "In the Moment" play and adult-led activities



# THE CANDIDATE

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The successful candidate will be someone who is passionate about fostering a love of learning in young children. This individual would have a natural curiosity themselves and be eager to explore creative and innovative approaches to support children's development in a nurturing, stimulating environment.

They would demonstrate a strong understanding of child development, with an ability to tailor learning experiences that encourage children's natural curiosity, exploration, and problem-solving skills. They should be adaptable and able to respond to the needs of individual children, supporting them in their social, emotional, cognitive, and physical growth.

An ideal candidate would be enthusiastic, with a positive, can-do attitude and the ability to inspire both children and colleagues. They would approach each day with energy, creativity, and a commitment to creating a safe, inclusive, and engaging environment. Ambition would be evident in their drive to continually improve their practice, develop professionally, and contribute to the overall success and growth of the nursery.

In addition, they would be a collaborative team player, with excellent communication skills, able to build strong relationships with children, parents, and colleagues. Their passion for early years education, combined with a proactive, solutions-oriented mindset, would make them a valuable asset to the team, supporting the nursery in its goal to nurture confident, curious, and capable learners.

They may be an experienced early years practitioner or a graduate looking to enter the teaching profession. They will have an academic background in early years development or a similar field.

The staff body at the Marist is a friendly, highly motivated team committed to teaching with passion and enjoyment, so that every pupil achieves their potential.

The Marist has a strong culture of professional development and opportunities for progression are regularly available.

# JOB DESCRIPTION

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The Nursery Assistant will support the delivery of an appropriately broad, balanced, relevant and differentiated curriculum for Nursery pupils. Facilitate and encourage a learning experience which provides pupils with the opportunity to achieve their individual potential, and share and support the school's responsibility to provide and monitor opportunities for the personal and academic development of children and young people.

- Planning well-structured activities
- Taking responsibility for own professional development and ensuring best practice in classroom teaching and learning
- Keeping subject knowledge up to date
- Contributing to the development of the learning approaches and creating and developing department resources
- Contributing to team planning
- Contributing to the implementation of new developments
- Attending team/staff meetings as part of directed time
- Contributing fully to the extra-curricular programme within the school
- Undertake duties to supervise the pupils as part of the school rotas
- Demonstrate excellent practice in teaching
- Use the outdoor and indoor environment to enhance practical learning experiences
- Carry out teaching duties in accordance with the school's schemes of work
- Support in setting targets for pupil progress and attainment
- Provide feedback in line with school expectations
- Use the online system to observe, record and report on development and achievements in line with the Early Years Framework
- Work within the Code of Practice relating to Special Educational Needs
- Support the aims and ethos of the school as identified in the School Development Plan and School Prospectus
- Ensure awareness of national developments relevant to Early Years and current best practice
- Promote and model good relationships with pupils, colleagues and parents
- Participate in staff training and take a lead in own professional development

## Qualifications

- CACHE Level 3 in Early Years or equivalent

The Job Description provides a guide to and general description of the duties and responsibilities associated with this role. It is not exhaustive and therefore you should be willing to undertake any other tasks as may be reasonably requested.



# HOW TO APPLY

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Application information is available on the school's website:

<https://www.themarist.com/our-school/career-opportunities/>

Prospective candidates are invited to contact Lisa Chapman, Head of B Pre-Prep, for an informal discussion about the role at [lchapman@themarist.com](mailto:lchapman@themarist.com)

Completed application forms should be sent to the HR Department at The Marist school: [HR@themarist.com](mailto:HR@themarist.com) by 9am on 10th March 2025.

Suitable candidates may be interviewed before the closing date, and The Marist School reserves the right to withdraw the position if an early appointment is made. Early application is advised.

The Marist School is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS). All posts at The Marist are subject to satisfactory statutory employment checks and referencing.





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