



Small Wonders

Crownhill Meeting Place
Lennon Drive
Crownhill
Milton Keynes
MK8 0AS

Please contact Jackie O'Dowd for an application pack
Email – jsmallwonders@btconnect.com
Phone 01908 263995

Preschool supervisor
£16-£17.50ph
Permanent term time
Start date: 02/01/2027

About our School:

We are a small Preschool which is registered as a charity at the heart of the community in Crownhill. We have been established for more than 30 years and maintain a good OFSTED rating and provide care and education to children aged 2yrs to school age. We have a committee of parents who support with fundraising activities. We open during term time 9.15-2.45 with an optional breakfast club from 8.30.

We are looking for a qualified and experienced childcare practitioners to lead our small friendly team.

About the Role:

To supervise a team of staff on a day to day basis ensuring roles and responsibilities are allocated and that routines flow effectively. Must be able to coach and support staff in their understanding of the Early Years foundation stage. Must be good role model and behave in a professional manner at all times and have the same expectation from your team. Must have excellent communication skills in both spoken and written form. Must be caring and compassionate towards staff, children and parents. Have good behaviour management skills while still being sensitive to children's development stage and understanding. Have a good understanding of SEND and how to support

children with various SEN needs. Be an effective keyperson developing strong relationships with parents and able to identify children's starting points and next steps within the EYFS.

A supervisor to manage the day to day sessions and routines and to supervise and support staff.

Essential skills and training

At least a level 3 recognised qualification in childcare and education and willing to continue training.
excellent communication skills.

Be an excellent role model to staff and maintain professionalism in the work place

Must be organised and have good time management skills

An excellent understanding of the Early Years Foundation Stage

Demonstrate effective coaching skills to ensure staff are fully understanding of their roles and responsibilities

Be supportive of staff and promote a team spirit

Be a supportive, compassionate and caring keyperson to a group of children and have effective but sensitive behaviour management skills.

Desired

A higher level childcare qualification such as level 5,

Experience of effective safeguarding

SEND experience and understanding of SEN support plans

Hours of work – 9.15-2.45 term time only 39 weeks + 5.6 weeks paid holiday
some breakfast clubs may be required 8-9.15

Rates of pay – £16-17.50ph depending on experience and qualifications. Reviewed annually

Closing date for applications: 06/11/2026