



FRENSHAM HEIGHTS

CANDIDATE INFORMATION

Full Time Deputy Nursery Manager & Early Years
Practitioner – Fireflies Nursery

June 2026



WELCOME FROM THE HEAD

I am honoured and humbled to be leading the Frensham Heights community as it enters its second century. I am part of this community both as Head and as a parent and my family is incredibly excited to be a part of this wonderful and unique school.

As a parent, I want my children to grow up being open minded and willing to embrace new experiences; I want them to be free to explore their own paths and experience the beauty and joy which exist in our world (without being naive to its many flaws). Most importantly, I want them to learn within a community of individuals who understand the importance of kindness, compassion and optimism.

As a teacher, I believe that a traditional, linear, education system does not adequately prepare children for the world they will inherit. This world is a rapidly changing, uncertain and, sometimes, scary place. If an education only equips children with an armoury of facts and knowledge and the ability to pass exams, but it doesn't furnish them with the ability to think creatively, critically and empathetically, then we have failed them. A Frensham education is one which ensures our children are well qualified and well educated and, most importantly, free to be kids in a world where we all grow up too quickly.

I look forward to meeting you in the near future.

Ben McCarey



ABOUT FRENSHAM HEIGHTS.



Frensham Heights was founded in 1925 by educationalists Beatrice Ensor and Isabel King with the aid of a generous benefactor, Edith Douglas-Hamilton. They were passionate about offering an alternative style of education with the child at its heart. A school and a community based on mutual respect, tolerance and generosity of spirit which would educate the whole child – mind, body and spirit

And so it has been ever since.

There is an energy about Frensham which is hard to describe. It's a feeling of happiness and lightness, a sense of freedom. It comes from all the children being comfortable in their own skins, their own clothes. As from our founding days, everyone at Frensham is on a level playing field, with no prefects or head boys and girls. Students can be who they are, and as a member of staff at Frensham, so can you. When you come here, you can just relax and be yourself.

The teachers don't hide behind titles or formal clothes, and the children's individuality isn't hidden behind uniforms or false respect. Egos are left at the door.



The Head, the littlest nursery child, the newest teacher, the shyest sixth former, the full-time TAs, the support staff. Everyone is an equal, important, valued part of the community. Contrary to what many believe, Progressive Education is not without boundaries. Respect underlies everything we do at Frensham; but it is respect that is earned, rather than demanded or assumed.

We give children more freedom than at other schools, but with freedom comes responsibility and we have high expectations of everyone in our community. It all comes from our foundation of exceptional pastoral care which thrives on the genuine relationships which develop between all members of the community - looking out for one another.

There is a misconception that a school without uniforms and with children walking together rather than in lines is a school without discipline. It is true that we don't give detentions, and the sanctions we do give out are not done on a whim. We acknowledge that our students make mistakes, because they're people and everyone makes mistakes, but we believe that this is how we grow. At Frensham, discipline is based on conversations. It's not an easy, laissez-faire option. These are difficult two-way conversations about putting your hands up, owning and accepting your choices, rectifying, moving on and becoming the best version of yourself.



OUR VALUES

Our values are at the heart of everything at Frensham, from our lessons and discipline structure to our enrichment programme and culture. We expect everyone in our community to actively live these values.

BE CREATIVE

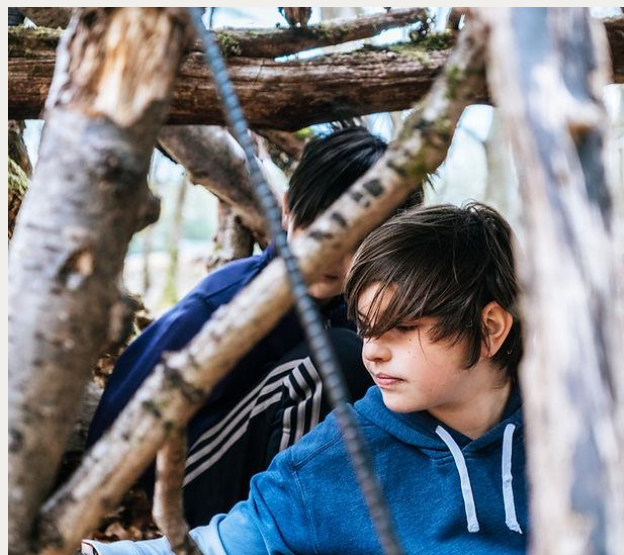
FRENSHAM EMBRACES CREATIVITY

We encourage everyone to foster their boldness and innovation, seeking opportunities locally and globally to discover and bring fresh thinking to our community.

BE KIND

FRENSHAM NURTURES COMMUNITY SPIRIT

Relationships are the foundation of our school and our success, built on genuine mutual respect, compassion and kindness. We embrace freedom with a firm understanding of our responsibility towards our community.



BE YOU

FRENSHAM CELEBRATES AUTHENTICITY

This is a place where you can be the 'true you'; we pride ourselves on that. We support all to have the confidence to stand for something and be the person you truly want to be.

BE BRAVE

FRENSHAM FUELS PERSONAL DEDICATION

We aspire to be the very best we can be, fully committing to our learning, proactively seeking improvement, and working collaboratively for the benefit of the whole community.





EQUALITY, DIVERSITY & INCLUSION



Frensham is committed to fostering an inclusive culture and community that promotes our core values: we believe that diversity makes our community richer and more vibrant and, as such, we aim to embrace and celebrate our differences. Fundamental to our school is our belief that every individual, regardless of their background, beliefs, or abilities, deserves the chance to thrive and reach their full potential. We are committed to a journey of improvement, even when this is challenging, and recognise that we need to examine our institution as a whole to achieve our goals. This is an ongoing journey, and we are committed to continuous improvement.

We oppose all forms of unlawful and unfair discrimination, harassment or victimisation. We are striving to attain a workforce that is representative of society to ensure we secure the widest pool of talent available. Applicants whose backgrounds are under-represented in the sector are encouraged. It is our aim to ensure that no job applicant or employee receives less favourable treatment (either directly or indirectly) in recruitment or employment on grounds of age, disability, gender / gender reassignment, marriage / civil partnership, pregnancy / maternity, race, religion or belief, sex or sexual orientation (the protected characteristics).



SAFEGUARDING:

Frensham Heights is committed to safeguarding and promoting the welfare of children and young people. Applicants must undergo child protection screening, including checks with past employers and the Disclosure and Barring Service.



WORKING AT FRENSHAM

At Frensham, we leave as we come – as individuals – but in our time here, we become more. We become stronger. Kinder. As the school approaches its centenary, it is clear that Frensham is bigger than any one of us, from our founders to our newest family; it is all of us. We are Frensham.



We believe passionately that our school thrives because of our members. When you become part of the Frensham family you are given the same freedom, trust and support as every member of our community. We have high standards for students and staff alike – and we support you in reaching and exceeding these. But we also give you the space and the freedom to take educational risks, to try new things, to take your students beyond the classroom to experience real-world applications and grow a love of learning.

As a member of staff at Frensham, you have the freedom to be you.

Below are some key practical benefits of working at Frensham:

- Competitive pay scales
- Free lunch in term time (Mon-Fri)
- Free on-site parking
- Access to the on-site fitness suites
- Access to an Employee Assistance Programme
- Afternoon sweet treats, plus tea and coffee throughout the day
- Generous pension scheme, provided through Royal London
- School fee remission for staff children
- Staff wellbeing initiatives + access to the swimming pool (conditions apply)
- Continuing professional development as part of our staff development programme
- Access to over 100 acres of beautiful land within the Surrey Hills



JOB TITLE	FT Deputy Nursery Manager and Early Years Practitioner
REPORTS TO	Nursery Manager
Salary	£29, 542

JOB PURPOSE & SCOPE

Our nurturing Fireflies Nursery team is looking for a dynamic, fun and creative Deputy Nursery Manager to help lead the next exciting stage of development for Fireflies at Frensham. This is a fantastic opportunity for someone with previous deputy experience — or experience as a senior practitioner or room lead — and a minimum Level 3 qualification, who is ready to play a key role in shaping our provision.

As Fireflies continues to grow from a one-room to a two-room nursery within our all-year-round model, this role will be central to ensuring that our provision remains inspiring, nurturing and true to the Frensham ethos. We are looking for someone who not only believes in that ethos, but who can bring it to life each day across both Fireflies Nursery and our pre-school Dragonflies space.

You must have a genuine and evidenced passion for working with children aged 3 to 5, providing excellent care, guidance and opportunities for learning. You will be able to communicate warmly and effectively with young children, tune into their interests, and support a wide range of learners. Experience of ‘Planning in the Moment’ and other child-led approaches would be highly valued.

In the absence of Sarah-Jayne, our Nursery Manager, you will help ensure continuity, leadership and excellence across the setting. You will play an important role in championing inclusion and equality, securing the best possible outcomes for every child, and maintaining safeguarding and care to the highest standard. This role would require you to be DDSL trained or willing to become a DDSL.

You will be based in our Nursery learning space within the Junior School. This is a full-time, all-year-round position worked across Monday to Friday on a rota between 8.30am and 6.30pm. As our provision continues to



grow, flexibility will be important, and you may also be asked to attend Staff Conference (INSET) each term where appropriate.

You will be part of a wonderful team of Nursery practitioners, while also playing an important role within the wider Junior School and the broader Frensham teaching community, spanning ages 3 to 18.

WHY THIS ROLE IS SPECIAL

This is a rare opportunity to help shape the next chapter of Fireflies as our nursery provision grows. The successful candidate will play a central part in developing a joyful, ambitious and child-centred environment, while helping to lead a setting that is both deeply nurturing and proudly progressive. For the right person, this is a chance not simply to join a nursery, but to help shape a provision where young children are known, celebrated and inspired every single day.

ABOUT THE FIREFLIES NURSERY AND THE JUNIOR SCHOOL

Frensham Heights is proudly progressive, but that does not mean a lack of structure, purpose or ambition. We may do some things differently from more traditional independent schools, but we are clear in our expectations and deeply committed to helping children flourish within a warm, respectful and thoughtfully structured environment. We do not have uniforms, prefects or Saturday school, but we do have a rich curriculum, a strong sense of community, a great deal of outdoor learning and a belief that children thrive when they are trusted, known and encouraged to be fully themselves.

This is where Fireflies comes in. We are passionate about protecting that precious sense of wonder that sits at the heart of early childhood. Young children are imaginative, curious and full of possibility; their ideas are often surprising, joyful and deeply insightful. We believe those qualities deserve to be nurtured with care, skill and attention. At Fireflies, we recognise that every child develops differently and expresses themselves in different ways, and it is only by truly knowing each child as an individual that we can support them on their own unique learning journey.

By championing individuality, building strong relationships and creating an atmosphere of mutual respect, our Fireflies Nursery and Junior School community learns together, grows together and helps every child begin school with confidence, joy and a strong sense of self.



KEY RESPONSIBILITIES OF THE DEPUTY NURSERY MANAGER ROLE

Leadership, children and daily practice

- **Support the Nursery Manager in the day-to-day leadership of Fireflies**, helping to ensure that the setting runs smoothly, warmly and consistently each day.
- **Lead confidently in the Nursery Manager's absence**, maintaining high standards of care, safeguarding, organisation and communication across the setting.
- **Bring Frensham's child-centred and progressive ethos to life each day** through thoughtful, responsive and joyful practice rooted in 'learning in the moment'.
- **Know each child deeply as an individual**, responding to their needs, interests and developmental journey with warmth, professional insight and care.
- **Create an inspiring nursery environment** that is safe, nurturing, language-rich and full of opportunity for exploration, independence and creativity.
- **Encourage children to be brave, kind, creative and themselves**, modelling positive behaviour and helping them to develop confidence, curiosity and self-regulation.

Relationships, communication and community

- **Build strong, trusting relationships with parents and carers**, communicating with warmth, professionalism and empathy.
- **Work collaboratively with colleagues across Fireflies, Dragonflies and the wider Junior School**, contributing positively to a culture of teamwork, flexibility and shared purpose.
- **Model a calm, dependable and positive presence** for children, families and colleagues, bringing energy, kindness and a good sense of humour to the team.
- **Use Famly and other agreed systems effectively** to document children's development, celebrate key moments in learning and maintain strong home-school communication.

Safeguarding, organisation and professional growth

- **Champion safeguarding, inclusion and wellbeing**, helping to ensure that every child is safe, supported and able to thrive.
- **Be or become trained as a Deputy Designated Safeguarding Lead**, and carry out that responsibility with care, professionalism and sound judgement.
- **Support the organisation, safety and effective use of resources and routines**, including drop-off and collection, daily procedures and emergency protocols.



- **Engage fully in staff meetings, training and professional development**, reflecting on practice and contributing to the continued growth of the provision.
- **Uphold Frensham Heights policies and values in all aspects of your work**, always leading with kindness, courage, creativity and authenticity.



PERSON SPECIFICATION:

ESSENTIAL = E

DESIRABLE = D

KNOWLEDGE

An understanding of Continuous Provision and Child-led learning

E

Up to date EYFS knowledge and depth of understanding

E

Knowledge of a range of strategies to engage very young children

E

Knowledge of strategies to develop self-regulation in Nursery-aged children and manage behaviour positively.

D

Knowledge of nursery logistics and operation

D

EXPERIENCE

Proven Leadership experience within a Nursery setting

E

Supporting the Nursery Manager with day to day running of the setting

E

Experience of working with the Family App

E

Experience of applying current safeguarding practices

E

Experience as a Key Worker

E

Experience of working in a whole school setting

D

Experience of working in a 'learning in the moment' environment

D

SKILLS

A proactive, collaborative and creative approach to teamwork and problem-solving

E

An ability to communicate professionally with all children, parents and staff

E

An interest in extending experience through CPD and contributing to the wider school community

D

A good sense of humour, a flexible approach and a willingness to muck in as part of a committed team

E

Ability to inspire and guide Fireflies team members to deliver dynamic and creative early years practice and provision

E



QUALIFICATIONS

- Approved Level 3 Qualification (minimum)
- Current Paediatric First Aid qualification
- Food Hygiene Certificate

E
D
D

APPLICATION PROCESS

Application forms should be submitted, along with a covering letter outlining your suitability for the post, to Nick Oram-Tooley, Head of Junior School, and Sarah-Jayne, Fireflies Nursery Manager, via the Head’s PA (head@frensham.org).

Early applications are warmly encouraged, and candidates may be invited for interview before the closing date.

Frensham Heights is committed to safeguarding and promoting the welfare of children and young people. Applicants must undergo child protection screening, including checks with past employers and the Disclosure and Barring Service.

Closing date for applications is **9am on Monday 29th June**
Interviews will be held during the days from **Thursday 2nd July through to Wednesday 8th July**
The start date for the role is negotiable, although it will be no later than **1st September**.





FRENSHAM HEIGHTS SCHOOL

Rowledge, Farnham, Surrey GU10 4EA 01252 792 – www.frensham.org

