

**Sheringham Nursery School and Children’s Centre**

**Stronger Practice Hub Lead**

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| **Job Title:** |  | **Stronger Practice Hub Lead (hybrid working)** |
| **Hours:** |  | Full time (52 weeks), 36 hours per week |
| **Salary:** |  | P04 |
| **Start Date:** |  | ASAP |

Sheringham Nursery School and Children’s Centre leads [**A Brighter Start: East London’s Stronger Practice Hub**](https://www.strongerpracticehubs.org.uk/hubs/ldn/brighter-start-e-ldns-eysph).

The Stronger Practice Hub is funded by the Department for Education as part of its commitment to improving quality in the early years, ensuring every child has the best start in life.

Launched in November 2022, the Stronger Practice Hubs programme is supported by the [Education Endowment Foundation (EEF)](https://educationendowmentfoundation.org.uk/) and the [National Children’s Bureau (NCB)](https://www.ncb.org.uk/). As part of the government’s recent [Best Start in Life](https://assets.publishing.service.gov.uk/media/689b39d55555fb89cf3f5e7d/Giving_every_child_the_best_start_in_life_web_version.pdf) strategy, the programme has been expanded and extended for at least a further three years.

The [18 Hubs across England](https://www.strongerpracticehubs.org.uk/hubs) provide advice, share good practice and offer evidence-based professional development for early years practitioners.

Our hub helps settings put the ‘best bets’ from research evidence into practice, making a real difference to children’s learning, development and life chances. We do this by:

* Sharing information and advice on evidence-based approaches through newsletters, blogs, events, webinars and social media.
* Building and sustaining networks of cross-sector providers and organisations to promote evidence-informed early years practice and knowledge sharing.
* Acting as a central point of contact for tailored advice, and to supporting access to professional development opportunities and evidence-informed programmes.

**Main Responsibilities**

* Manage the delivery and coordination of the Stronger Practice Hub (SPH) under the strategic leadership of the Deputy Headteacher, ensuring that the KPIs set by the Department for Education (DfE) are achieved.
* Work closely with the Deputy Headteacher, East London Research School team, and Nursery School team to align the Hub’s work with the organisation’s vision and aims.
* Collaborate with local authority teams across the Hub’s region to ensure strategic alignment with local needs.
* Work with other hubs (English, Maths, Family, and Teaching School Hubs) to coordinate and complement support.

**Strategic and Operational Leadership**

**Research-Informed Knowledge and Practice**

* Articulate and model the EEF’s vision for using research and evidence to improve the early education of disadvantaged children and drive quality improvement across the early years sector.
* Build strong, collaborative networks of early years settings, schools, and childminders engaged in evidence-informed practice.
* Maintain up-to-date knowledge of research and evidence in the field of early education.
* Promote the SPH’s evidence-based programmes and support settings to access these programmes and associated funding.
* Showcase examples of research in action at Sheringham Nursery School and in partner organisations.
* Apply evidence on what constitutes quality in early childhood education and care.
* Apply evidence on effective, evidence-informed professional development.

**Planning and Reporting**

* Write and review the Early Years SPH Delivery Plan with the support of the Deputy Headteacher.
* Plan a professional development offer that promotes understanding and implementation of evidence-informed practice across the SPH’s region.
* Work with health and other agencies to improve outcomes for children, drawing on the evidence base.
* Report progress towards KPIs to the DfE as required.
* Report progress towards KPIs to the governing body overseeing the SPH and East London Research School.

**Leading a Team**

* Lead a high-performing team at Sheringham, including the SPH Project Manager and SPH Administrator.
* Support the professional development of the Project Manager and Administrator, ensuring they can:
  + Manage and triage calls, emails, and other messages.
  + Signpost practitioners and settings promptly to the support they need.

**Training**

* Deliver the full range of training outlined in the Delivery Plan.
* Represent the SPH at national events as required.
* Share the work of the SPH with the wider early years community via conferences, social media, and contributions to DfE and EEF resources.
* Work with the Deputy Headteacher to design and deliver the SPH training offer, including webinars, extended programmes, showcase events, and ongoing engagement packages that:
  + Raise quality in the early years.
  + Support practitioners’ professional development.
  + Improve life chances for disadvantaged children.
  + Meet the needs of the SPH’s reach area.
* Provide wraparound training support, acting as a coach or mentor as required.
* Plan all training, marketing, communications, and participant engagement tracking in collaboration with the SPH Project Manager and Administrator.

**Communication and Marketing**

* Share information on evidence-informed practice via newsletters, blogs, events, webinars, and social media.
* Act as a point of contact for queries from early years settings, schools, and practitioners, referring them to other training or funded support where appropriate.
* Communicate and collaborate with stakeholders across the early years sector.
* Maintain relationships with early years settings, schools, and practitioners who exemplify evidence-informed practice, encouraging them to share through the SPH.
* Increase engagement and sign-ups via MailChimp, social media, and other platforms, monitoring and acting on engagement data.

**Finance, Resourcing, and Administration**

* Ensure grant funding is used appropriately, following DfE rate cards to maximise value for money.
* Submit grant claims on schedule, supported by the School Business Manager (SBM) and SPH team, ensuring all documentation and evidence is accurate.
* Ensure the provision of training resources, venues (including online delivery), and catering where relevant.
* Ensure GDPR compliance with the support of the SBM.

**Safeguarding and Promoting the Welfare of Children**

* Be fully committed to ensuring the safety and wellbeing of children.
* Promote a culture where children feel confident that their concerns will be heard and acted upon.
* Place children’s wellbeing at the centre of all key decision-making.

**General Duties**

* Comply with all Sheringham Nursery School policies and procedures.
* Take part in training and professional development as required, including appraisal processes.
* Support the Deputy Headteacher in ensuring the SPH contributes to the continuing development of Sheringham Nursery School.
* Assist the Deputy Headteacher in planning for the SPH’s long-term legacy beyond the funding period.
* Undertake other duties consistent with the role, as required by the school, governing body, or Research School.

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the school in relation to the post holder’s professional responsibilities and duties.

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| **Personal Specification** | | |  |
| **Job Title:**  Stronger Practice Hub Lead | **Service Area**: | | |
| **Directorate:** | **Post Number:** | **Evaluation Number:** | |
| **Grade:**  P04 | **Date last updated:**  Aug 2025 | | |

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| IMPORTANT INFORMATION FOR APPLICANTS |
| The criteria listed in this Person Specification are all essential to the job. Where the Method of Assessment is stated to be the Application Form, your application needs to demonstrate clearly and concisely how you meet each of the criteria, even if other methods of assessment are also shown. If you do not address these criteria fully, or if we do not consider that you meet them, you will not be shortlisted. Please give specific examples wherever possible. |

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| **CRITERIA** | **METHOD OF ASSESSMENT** |
| **EQUALITY AND DIVERSITY** | |
| We are committed to and champion equality and diversity in all aspects of employment with the London Borough of Newham. All employees are expected to understand and promote our Equality and Diversity Policy in the course of their work. | |
| **PROTECTING OUR STAFF AND SERVICES** | |
| Adherence to Health and Safety requirements and proper risk management is required from all employees in so far as is relevant to their role. All employees are expected to understand and promote good Health and Safety practices and manage risks appropriately. | |
| **KNOWLEDGE, SKILLS and ABILITIES :**   * Understanding of the wider education landscape and the opportunities and challenges it brings * Understanding of the Early Years Systems and the aims of the Stronger Practice Hub * Understanding of what constitutes high quality teaching and professional development * Excellent good oral and written communication skills * Excellent ICT Skills * Ability to generate enthusiasm for teaching and for learning in general * Ability to plan, organise, review and adapt | Application Form/ Interview  Application Form/ Interview  Application Form/ Interview/Task  Application Form/ Interview/Task  Interview/Task  Interview/Task |
| LEADERSHIP AND MANAGEMENT  * Ability to work as part of a team * Ability to lead and motivate others * Ability to innovate, manage change and lead growth * Ability to motivate, support and inspire trust in others * Ability to confront and resolve problems * Ability to work well under pressure * Ability to formulate, monitor, evaluate and review plans and policies | * Application form * References * Interview * Task |
| EXPERIENCE RELEVANT TO THE EARLY YEARS STRONGER PRACTICE HUB  * Successful leadership with understanding of how to manage large budgets and staff * Experience of the teaching/working in the Early Years Sector (Schools, PVI & Childminders) * Experience of collaborating with/supporting the Early Years Sector * Commitment to further training and a willingness to participate in relevant CPD e.g. facilitation * Willingness to contribute to all Hub activities * Experience of dealing with a range of enquires from members of the public and other professionals. | * Application form * References * Interview |
| OTHER SPECIAL REQUIREMENTSThis post is subject to a DBS enhanced disclosure. | Satisfactory clearance at conditional offer stage |
| **QUALIFICATIONS:**   * Relevant Early Years qualifications (minimum of level 3 childcare or equivalent together with degree-level qualification or willingness to work towards). * Recognised Leadership/Management Training or willingness to work towards. | Application Form/Interview  Certification |
| **SKILLS & ABILITY:**   * Ability to work independently and as part of a team. * Ability to communicate clearly to a wide range of people. * Sound IT skills in communications, social media, word processing and Excel. Ability to maintain and interrogate information systems. * IT literate with ability to produce reports showing reach, engagement and analysis of impact. * Ability to prioritise workloads and meet deadlines. * Ability to develop and maintain good working relationships with colleagues and other professionals. * Ability to input data quickly and accurately. * Ability to provide basic system reports. | Application Form/ Interview  Application Form/ Interview  Application Form/ Interview  Application Form/ Interview  Application Form/ Interview  Application Form/ Interview  Application Form/Interview  Application Form/Interview |
| **PERSONAL STYLE AND BEHAVIOUR:**   * Willingness to work flexibly and collaboratively as required to meet changing service needs. * Self-starter with good motivation to complete tasks. | Application Form/ Interview  Application Form/ Interview |