

Monkfield Park Primary School  
School Lane, Great Cambourne, Cambs CB23 5AX  
Telephone: 01954 273377  
Email: [office@monkfieldpark.cambs.sch.uk](mailto:office@monkfieldpark.cambs.sch.uk)  
Headteacher – Mrs Annie Howell

The post below is required as soon as possible, term time only plus five training days.

**Deputy Pre-School Manager & Breakfast Club Manager (11.25 hours - £28,598 pro rata)  
and Care & Learning Centre Assistant (25.75 hours - £25,583 pro rata)**

We are looking for an enthusiastic, caring professional who is highly motivated and passionate about children's learning and well-being. You will be flexible, patient, have a can-do/roll up your sleeves attitude, together with a cheerful welcoming disposition to support the varying needs, challenges and ages of our children, who are the reason why we are here.

To be considered for shortlisting, you must meet the qualification criteria set by the DfE (a minimum NVQ level 3 qualification in childcare with 2 years supervisory experience, together with GCSE Maths & English qualifications at Grade 4/C). On a daily basis you will be working alongside the Pre-School Manager, and deputising for the Pre-School Manager as and when required during absences as a job share with the other Deputy Pre-School Manager.

This is a new post with a full training programme for the successful applicant, with very close links with Monkfield Park Primary School.

The 11.25 hours per week are worked between 7.45 am and 9.00 am, and deputising for the Pre-School Manager during their lunch break (one hour daily).

The 25.75 hours per week are worked 9.00 am to 4.15 pm (3.45 pm on a Friday).

Monkfield Park Care & Learning Centre is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The above post is subject to an enhanced DBS check.

Please call for an application pack. CV applications will not be considered. Visits are very welcome - please contact the school office. We look forward to you joining our team.

***Please note that suitable candidates may be interviewed before the closing date and we reserve the right to withdraw the position if an early appointment is made. Therefore, if you are interested, please submit your application as early as possible.***

Closing date: 17<sup>th</sup> September 2025 (12 noon)  
Interview: 1<sup>st</sup> October 2025 (am)