

NURSERY TEAM LEADER LEVEL 3



Blended learning



Course duration

12 months (16 months
with Apprenticeship
Assessment)



EPA Organisation

CMI



Training Time

33 sessions



Learn for free

Funded via the
Apprenticeship
Levy



Apprenticeship

Level 3

OVERVIEW

Nursery Team Leaders are often first-line managers responsible for guiding and supporting their team to deliver high-quality childcare and education. They provide clear direction, supervision, and motivation, ensuring daily operations run smoothly and objectives are achieved.

In a nursery setting, Team Leaders oversee staff performance, plan and manage workloads, and ensure compliance with safeguarding, early years regulations, and organisational policies. They take responsibility for resolving issues, supporting professional development, and building strong relationships with colleagues, parents, and external agencies.

Nursery Team Leaders play a key role in implementing operational plans, monitoring resources, and contributing to the overall success and quality of provision, while reporting progress and challenges to senior management.

WHAT TO EXPECT

- Our educators have many years of hands on experience in a childcare setting giving them the knowledge to support you every step of the way.
- As an apprentice you will have a total of 33 educator sessions throughout the duration of your apprenticeship.
- You will see your educator every 2 weeks for a virtual appointment, these appointments provide the opportunity to discuss progress, assign tasks and prepare you for your apprenticeship assessment.
- There are 5 mandatory day courses that you must attend as part of your apprenticeship, the topics for these are:
 - Organisational awareness for first line managers
 - Stakeholders and the environment
 - Regulations and policies
 - Business fundamentals and policies
 - Project management and the knowledge test

ENTRY REQUIREMENTS

Individual employers may set their own entry requirements. The candidate must already be employed for over 16 hours per week.

- If candidate is 16-18 they must have achieved maths and English at Level 2 prior to completion of the course, this is something that can be completed with us if needed.
- If the candidate is 19+ and they have not completed maths or English prior to enrolling this is up to the employers discretion.
- The candidate must be employed in a suitable role.

TYPICAL JOB ROLES

- Room Leader
- Deputy Room Leader
- Nursery Team Leader
- Early Years Supervisor
- Deputy Nursery Manager

COURSE CONTENT

Performance & Development

Set and monitor team objectives, manage staff performance, and support ongoing training and professional growth.

Resource & Budget Management

Oversee staff and resources effectively, ensuring tasks are delivered within budget while promoting sustainability and cost efficiency.

Planning & Projects

Contribute to operational plans and nursery projects, implementing initiatives that support organisational goals.

Compliance & Risk

Apply safeguarding, policies, and legislation; identify and manage risks to ensure compliance and safe practice.

Leadership & Inclusion

Lead and motivate the team, championing equity, diversity, and inclusion across all nursery operations.

Communication & Collaboration

Build strong relationships with staff, parents, and stakeholders, using data and communication to support decisions and drive improvement.

EMPLOYER & LEARNER SATISFACTION

97%

of Apprentices would recommend us*

99%

of Employers would recommend us*

* From our Employer & Apprentice Survey

APPRENTICESHIP ASSESSMENT

The Apprenticeship Assessment includes:

- A 20 minute presentation with a further 30 minutes for Q&A (a topic will be provided by CMI)
- A 60 minute professional discussion

YOUR COMPLETE CAREER PATHWAY

Nursery Administrator
Level 3



Nursery Team Leader
Level 3



Nursery Operations Manager
Level 5

“THE SUPPORT AND GUIDANCE I RECEIVED FROM EVERYONE AT HEART OF ENGLAND TRAINING WERE INSTRUMENTAL IN MY APPRENTICESHIP EXPERIENCE”

