NURSERY TEAM LEADER LEVEL 3

Blended learning

Course duration
12 months (16 months with Apprenticeship Assessment)

EPA Organisation
CMI

Training time
Approx. 33 sessions

Funded learning
Funded via the Apprenticeship Levy

3 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 experience in a childcare setting giving them the knowledge to support you every step of the way.

- As an apprentice, you will have approximately 33 educator sessions throughout the duration of your apprenticeship.

- You will see your educator every 2 weeks for your online sessions, 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 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 a 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 a candidate is 19+ and hasn't achieved in Maths and English GCSE before enrolling, it is up to the employer to decide whether these qualifications should be attempted.

- 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

Training Qualifications UK
• End-Point Assessment •

Ofsted
Good Provider

★★★★
Excellent
4 star reviews
based off the government website

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.

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"