

Pashley Down Infant School
Beechy Avenue Eastbourne
East Sussex BN20 8NX
Tel: 01323 730719

E-mail: recruitment@pashley.e-sussex.sch.uk

Pre-school Manager
Starting September 2026

Pay Scale: Single Status Grade 7–8

Actual salary approx. £24,000–£29,000 (FTE £27,334–£32,000).

Pashley Down Infant School is a wonderfully unique three-form entry infant school situated at the foot of the South Downs in Old Town, Eastbourne. Our school benefits from exceptional outdoor grounds including a mini-farm, woodlands and allotments. Our happy, confident children enjoy rich learning opportunities both inside and outside the classroom, supported by a forward-thinking staff team, engaged parents and committed governors.

We are delighted to be opening our brand-new Pashley Pre-School and are looking for an exceptional Pre-School Manager to lead this exciting new provision. This is a rare opportunity to shape, develop and lead a high-quality early years environment for children aged 2, 3 and 4, firmly rooted in Pashley's vision: "Learning at Pashley is an Amazing Adventure!"

The successful candidate will be an experienced, organised and confident early years professional with a passion for creating a nurturing, ambitious and inclusive environment. You will lead the day-to-day running of the pre-school, act as the Designated Safeguarding Lead, and take accountability for curriculum delivery, inclusion and compliance, working closely with the EYFS Leader to ensure that every child thrives. You will have experience of early years funding processes and be able to build strong partnerships with families and external agencies.

We are looking for someone who:

- Is an inspiring, inclusive and confident leader of Early Years practice
- Has strong experience working with 2-, 3- and 4-year-olds
- Can act as the Safeguarding Lead for the pre-school (we can provide training)
- Has experience leading or supervising staff in an Early Years setting
- Has knowledge and experience of EYFS curriculum delivery and evaluation
- Understands early years funding, including 2-year funding and 15/30-hour entitlements
- Builds positive relationships with children, families and staff
- Models Pashley's values of Kindness, Positivity, Honesty, Resilience, Respect and Independence

This is a fantastic opportunity to make a significant difference to children at the very start of their educational journey and to be part of something genuinely special. You will be working with the school to design our completely new pre-school and interview and employ the staff you will be leading.

You really do need to visit Pashley to understand what a unique place it is to work. We warmly invite potential applicants to visit our school and pre-school before applying.

Full application details, including the Application Form, Job Description and Person Specification, are available on our website:

<https://www.pashley.e-sussex.sch.uk/apply>

Visits to the school are encouraged – please call 01323 730719 or email recruitment@pashley.e-sussex.sch.uk to book an appointment.

For an informal discussion, contact Emma Lewis: emmal@pashley.e-sussex.sch.uk

Closing date: January 20th 2026

Interview date: January 28th 2026

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