



## Person Specification

### Hartsbourne Primary School Nursery Assistant

|  | Essential | Desirable | Method of Assessment  |
|--|-----------|-----------|-----------------------|
| <b>Education and Training</b>  |           |           |                       |
| A recognised childcare qualification   |           | ✓         | Application           |
| Evidence of ongoing personal development training  |           | ✓         | Application/Interview |
| Desire to continue with professional development   |           | ✓         | Application/Interview |
| Ambition to gain a recognised Professional Status i.e. Early Years Professional Status (EYPS)        |           | ✓         | Application/Interview |
| Recent Paediatric First Aid certificate  |           | ✓         | Application           |
| Basic Food Hygiene   |           | ✓         | Application           |
| <b>Relevant Experience</b>   |           |           |                       |
| Experience in working with children  | ✓         |           | Application/Interview |
| Experience of working in an early years setting  |           | ✓         | Application/Interview |
| Experience of implementation of EYFS   |           | ✓         | Application/Interview |
| Experience of working in partnership with parents  |           | ✓         | Application/Interview |
| <b>General and Special Knowledge</b>   |           |           |                       |
| Knowledge of legislation relevant to Early Years such as EYFS, SEN, safeguarding, Childcare Act 2016 |           | ✓         | Application/Interview |
| Knowledge of Child Development and children's needs  | ✓         |           | Application/Interview |
| Ability to work with parents/carers/families to encourage partnership working                        | ✓         |           | Application/Interview |
| <b>Skills and Abilities</b>  |           |           |                       |
| Ability to communicate well with adults and children   | ✓         |           | Application/Interview |
| Ability to work as part of a team  | ✓         |           | Application           |
| Ability to write legibly   |           | ✓         | Application           |
| Good presentation skills   |           | ✓         | Application           |
| Possess a level of general computer literacy with a range of IT skills.                              |           | ✓         | Application/Interview |
| Good organisational skills   |           | ✓         | Application/Interview |
| Ability to demonstrate creative abilities  |           | ✓         | Application/Interview |
| <b>Any Additional Factors</b>  |           |           |                       |
| Understanding of Equal Opportunities   | ✓         |           | Application/Interview |
| Awareness of Health & Safety and practical Hygiene issues  |           | ✓         | Application/Interview |
| Ability, flexibility and willingness to take on other responsibilities or duties as deemed necessary | ✓         |           | Application/Interview |