

### **Early Years Practitioner Person Specification**

<b>Criteria</b>	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications and Training</b>	<ul style="list-style-type: none"> <li>• Hold relevant qualifications at a level equivalent to at least NVQ Level 2/3.</li> <li>• Demonstrable levels of numeracy &amp; literacy equivalent to GCSE (A-C) or NVQ Level 3 (or by test).</li> <li>• Good numeracy/literacy skills</li> <li>• Willingness to participate in other development and training opportunities</li> </ul>	<ul style="list-style-type: none"> <li>• Additional training in areas such as SEND, safeguarding, or speech and language development</li> <li>• Food Hygiene and/or Health &amp; Safety certificate</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Relevant work experience in a similar background within Early Years</li> <li>• A minimum of two years' experience of working with children (either paid or unpaid capacity) preferably in an education setting.</li> <li>• Understanding of relevant policies/codes of practice and awareness of relevant legislation.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience supporting children with additional needs</li> <li>• Experience using online learning journals (e.g. Tapestry)</li> </ul>
<b>Knowledge and understanding</b>	<ul style="list-style-type: none"> <li>• Good organisational and time management skills.</li> <li>• To be able to maintain effective record keeping</li> <li>• Able to form and maintain appropriate professional relationships and boundaries with children and young people.</li> <li>• Ability to deal with sensitive information in a confidential manner.</li> <li>• An understanding of and a genuine commitment to Equal Opportunities.</li> </ul>	<ul style="list-style-type: none"> <li>• Understanding of Ofsted inspection criteria for Early Years settings</li> <li>• Awareness of current developments in early education</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>• A positive interest in working with children</li> <li>• Adaptability</li> <li>• Ability and willingness to work constructively as part of a team</li> <li>• Ability to work calmly and with patience</li> <li>• To build positive relationships with both children and parents.</li> <li>• Empathy with young people facing barriers to their learning.</li> <li>• A commitment to helping young pupils achieve, through education and learning.</li> <li>• Emotionally literate</li> </ul>	<ul style="list-style-type: none"> <li>• Basic IT skills to support administrative and assessment tasks</li> <li>• Ability to contribute to reflective practice and continuous improvement</li> </ul>