



Brackenhill Primary School

Outline Personnel Specification

Early Years Practitioner - Early Years Foundation Stage

Attributes	Essential Criteria	Desirable Criteria	How Identified
Experience	- Experience of the Early Years Foundation Stage to support children's learning and development, adjusting activities according to children's responses and needs; using specialist curricular and learning skills. - Experience of policy implementation in respect of health and hygiene, child protection and special needs requirement	- Experience of working in a range of Early Years settings - Experience of working in Year One	Letter of Application Interview References
Qualifications	- Will hold a relevant qualification (NNEB, Level 3 NVQ in Early Years Care and Education, Diploma in Childcare Education, BTEC National Diploma in Early Years, education to graduate level) OR training in the care and education of nursery age children with recent experience in a relevant position. - Minimum of GCSE English and Mathematics at grade C or above (or equivalent)	- Paediatric first Aid qualification. - Other qualifications which are relevant to the care and education of nursery age children. - Evidence of further professional development related to the post.	Application Form and sight of original certificates
Training	- Willingness to keep up to date with changes relating to EYFS and Year One. - Willingness to undertake appropriate training and disseminate this within the team - Must have a valid first aid certificate or be willing to undertake first aid training and deliver first aid duties in school - Must be willing to undertake training for and perform fire marshal duties - Must be willing to provide cover supervision	Evidence of further professional development relevant to the post	Application Form Interview References
Special Knowledge	- Knowledge of working within a multi-cultural setting - ICT skills - Ability to use observational assessment to inform planning and measure progress - Knowledge of the principles and an active commitment to equal opportunities and inclusion - A good knowledge of the Early Years Foundation	- Knowledge and experience of working with a range of agencies to support learning - Experience of working with parents as partners - Ability to support in developing areas identified in the Foundation Stage Action Plan	Application Form Letter of Application Interview References

	Stage Curriculum • Knowledge of current and relevant guidelines and legislation and an understanding of child development • Ability to work creatively to meet the needs of the families, working with parents to effect change • Ability to deliver an activity programme to stimulate learning and development, based on outcomes from observations • Ability to work effectively as a member of the Early Years staff team • Ability to communicate effectively with children, parents/carers and other professionals • Commitment to working in an anti-discriminatory way to ensure equality of opportunity • Excellent written and oral communication skills and the ability to communicate effectively at all levels • Be a creative thinker with good organisational skills, have a flexible approach to working and the ability to perform under stress	• Knowledge and understanding of additional language needs	
Equal Opportunities	• Candidates should indicate an acceptance of and a commitment to the principles of the council's equal rights policies and practices as they relate to employment issues and to the delivery of service to the community.		Application Form Interview

Disposition – Adjustment/Attitude	• Ability to work as part of a team and relate well to pupils, staff and parents in a variety of situations • Positive attitude to raising achievement • Willingness to undertake further professional development • Works well under pressure is well organised and motivated • Aspiration, vision and ambition for the success of all pupils • Sensitivity to equal opportunities and cultural issues	• A sense of humour • Interest in working with the wider community	Letter of Application Interview References
Practical and Intellectual Skills	• Good numeracy/literacy skills. • Ability to use relevant technology after training if required • Keyboard / computer skills.		Application form & selection process / test.
Circumstances - Personal	• Will not require holiday leave during term time. • Must be legally entitled to work in the UK (Asylum and Immigration Act 1996). • No contra-indications in personal background or criminal record indicating unsuitability to work with children/young people/vulnerable clients/finance (CRB check required). • Circumstances should not in any way preclude attendance at evening meetings and any other in-service commitments • Please note it is an expectation of this post that staff will attend staff meetings and inset days.		Application Form Letter of Application Interview References
Physical and Sensory	• Must be able to perform all duties and tasks with reasonable adjustment, where appropriate, in accordance with the Disability Discrimination Act 1995. • Ability to cope with requirements of the post, which may include working with pupils who have emotional and behavioural difficulties or physical difficulties. • For posts working with pupils who have physical difficulties, it may be an unavoidable component of the job for the post holder to be capable of lifting and carrying pupils, within school policies and practices.		Selection Process