

Early Years Practitioner – Personnel Specification

Experience/Duties	Essential	Desirable
Qualification/ Experience	<ul style="list-style-type: none"> • NNEB qualification or Level 2/3* Diploma in Child Care and Education 	<ul style="list-style-type: none"> • Evidence of ongoing professional development
Personal Competencies	<ul style="list-style-type: none"> • Excellent knowledge of the Early Years Foundation Stage curriculum, including the recent changes to the curriculum • Able to plan and resource appropriate for EYFS children • Ability to lead groups • Able to plan and prioritise work. • Able to maintain a quality environment. • Able to prepare resources for learning activities and displays. • Able to make observations, assess and record children's achievements. • Able to write accurate and grammatically correct reports. • Able to contribute to the maintenance of good standards of child behaviour within the school's behaviour management policy. • Able to attend parent evenings, meetings and reviews as required. • Aware of health and safety requirements, first aid and emergency procedures • Able to contribute to the protection of children, within the school's safeguarding policy. 	<ul style="list-style-type: none"> • Administer first aid if trained – current paediatric first aid qualification preferred • Experience of running interventions for pupils • Experience teaching early phonics
Interpersonal Skills	<ul style="list-style-type: none"> • Good communication skills (written and spoken) • Able to build good relationships with relevant adults (families, parents and other professionals). • Ability to liaise with other professionals about pupils. • Flexibility in working as part of a large team. • Able to use own initiative • Ability to work harmoniously as part of a team 	<ul style="list-style-type: none"> • Experience of writing children's reports and reports for external agencies