

# Early Years Support Worker AMB/1118

An opportunity to make  
your mark



**CLOSING DATE: Midnight, Thursday 7<sup>th</sup> July 2022**

## Contents

1. Welcome from the Headteacher
2. Why Come to Ambler?
3. Our Values
4. Advert
5. Job Description
6. Person Specification
7. Details of Selection Process

# Welcome from the Headteacher

## Dear Candidate

Thank you for your interest in the role of Early Years Support Worker at Ambler Primary School and Children's Centre.

Ambler is a unique provision committed to achieving the very best outcomes for children from 6 months to eleven years.

The school was recognised as Outstanding in 2016, and in January 2020 the Children's Centre was too!

Our motto is 'Achieving More', we are always looking towards what is next, and so we know the value of investing in staff training and development.



The successful candidate will be a part of a creative and hardworking team and will work aside colleagues to deliver all aspects of the early years curriculum in and out of the classroom. We actively encourage innovative and collaborative approaches to teaching and learning.

Ambler is an innovative, creative and ambitious place to work. We are a part of a very forward thinking collaborative of 23 schools called The Future Zone, which provides amazing opportunities for staff and pupils on various levels.

We are in a great location, with excellent transport links. We take full advantage of everything on our doorstep; with trips and visits that offer rich first-hand learning experiences for the children and great connections to our local community and organisations that can support the school.

I really hope that you will become as excited as we are about Ambler and you do apply.

Visits to the school are currently unavailable due to COVID restrictions however if you are short listed, a tour will be given as part of the interview process.

Looking forward to meeting you.

**Juliet Benis**

**Headteacher**



# Why come to Ambler?



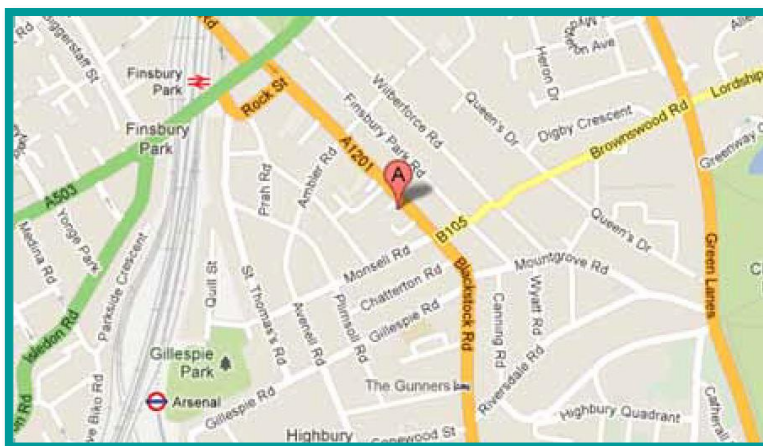
## Information about the school

The Ambler provision of school and Children's Centre provides a seamless integrated service from pre-birth to the end of year 6. We have the privilege of working in a very rich and diverse community which includes many children and families from a range of backgrounds and cultures and this vibrant blend makes the Ambler community a unique and energizing place to be.

## Why come to Ambler?

- The prospect of growing as a professional across an outstanding school and an outstanding Children's Centre
- Chance to work with other schools within the Future Zone and the opportunities this brings
- A chance to make your mark within the school and Islington
- Opportunity to be an inspiring subject lead
- Enticing Inner London pay rates
- Engaging and highly motivated team
- Highly supportive staff and dedicated governors
- Further Professional Development
- Excellent location at the heart of Islington

**Ambler Primary School and  
Children's Centre**  
Blackstock Road  
Islington  
London  
N4 2DR  
Tel: 020 7226 4708



## Ofsted Report

For the latest reports on Ambler Primary School and Children's Centre, please [click here](#).

## School Website

Ambler Primary School and Children's Centre website is <http://ambler.islington.sch.uk>.

## Islington

Further information about Islington borough is available at [www.islington.gov.uk](http://www.islington.gov.uk)

# Our Values



Determination



Resilience



Enthusiasm



Ambition



Motivation



Self-belief

## Determination

You can show determination by:

- Trying your best
- Working hard in anything you find difficult
- Focusing on specific steps or targets
- Breaking your goal down into small steps
- Taking one step at a time if necessary
- Accepting that some goals require hard work
- Being persistent and tenacious

## Resilience

You can show resilience by:

- Never giving up
- Persevering when working towards your goal
- Trying to achieve your personal best
- Overcoming the fear of failure
- Keep on going even when it gets tough
- Having the ability to problem solve
- Bouncing back from obstacles

## Empathy

You can show empathy by:

- Being kind to those around you
- Thinking about how other people may be feeling
- Imagining what it would be like walk in their shoes or be in their position
- Be ready to help and support
- Listening to others without judgement.

## Ambition

You can show ambition by:

- Identifying and aiming for a goal
- Knowing the steps to achieving your goal
- Pushing and extending yourself
- Believing that nothing is impossible
- Keeping focused on the 'big picture'
- Articulating your ambition and your progress
- Knowing there are different routes to success

## Motivation

You can show motivation by:

- Being prepared to work hard
- Dealing with failure or setbacks positively
- Really wanting to achieve success
- Understanding why you are doing something
- Being driven and keen
- Accepting and understanding constructive criticism
- Being aware of your own areas of development

## Self-belief

You can show self-belief by:

- Showing bravery
- Taking risks and trying new things
- Recognising what you are good at
- Having confidence that you will achieve
- Saying 'I can do this!'
- Visualising yourself succeeding
- Learning from your mistakes

---

## Job Advert – Early Years Support Worker

<b>SALARY RANGE:</b>	Scale 2
<b>ACTUAL SALARY:</b>	£15,599- £16,164 per annum
<b>CONTRACT:</b>	1 x 27.5 hours term time only permanent 1x 27.5 hours term time only 1-year temporary contract Shift pattern between the hours of 8am and 6pm.
<b>REQUIRED FOR</b>	September 2022
<b>NUMBER OF POSTS</b>	2

---

Are you passionate about working with under-fives?

If you are then we could have the job for you!

This is a fantastic opportunity to join our outstanding school and children's centre and become part of the thriving team at Ambler!

We are seeking to appoint dynamic, enthusiastic, creative and committed Early Years Support Workers to join our well-established and expanding early years team. The new additional posts will be part of the existing service and are intended to increase our staffing capacity to enable us to further develop children's experiences, outcomes and a lifelong love of learning, from babies right through to Reception.

**These two roles are currently needed for Reception and will work opposite one another.**

**Shift Pattern: Week A 8am-2pm and Week B 12-6pm.**

**As well as assisting the teachers and educators in the provision of high quality, fully integrated care and education for children, the role will also involve supporting children in our extended provision and working with partners including PE coaches, musicians, forest school leaders and dance instructors.**

**Please note that shift patterns and responsibilities can change within the scope of the contract based on the needs of the service.**

With the new EYFS reforms, it is an exciting time to join our constantly evolving team as we go on a journey to use the new educational programmes to design an innovative, ambitious, memorable and engaging curriculum, right for the children we work with.

The Ambler provision of school and children's centre provides a seamless integrated service from pre-birth to the end of year 6. The Children's Centre is situated in the Bright Start Central area in a light and large purpose-built space set in the grounds of Ambler Primary School, a beautiful locally listed Victorian building. We have a spacious garden with our very own Forest!

In the children's centre, we provide full wrap around care and education for children from 6 months to five years. We also host a wide variety of outreach services to the local community, supporting our families to achieve successful outcomes. We are open from Monday- Friday from 08:00 to 18:00, 49 weeks per year.

We have the privilege of working in a very rich and diverse community which includes many children and families from a range of backgrounds and cultures and this vibrant blend makes the Ambler community a unique and energizing place to be.

At Ambler, we promote equality, challenge discrimination and recognise the positive value that



---

comes from having a truly diverse workforce. We welcome applications from people of all backgrounds who reflect the diverse community of our school.

*We can offer you:*

- An established staff team providing excellent services for our community
- A warm, positive working environment where everyone is valued
- An enthusiastic, dynamic and talented leadership and staff team
- The opportunity to be part of develop and drive
- An opportunity to develop and deliver inspiring initiatives
- Fantastic continuous professional development opportunities and training

*We are looking for candidates with:*

- Excellent knowledge and experience of providing high-quality care and education for babies and young children
- Ability to demonstrate and apply a strong knowledge of the EYFS curriculum
- Ability to plan, prepare and deliver activities for children's individual needs
- Ability to monitor, assess and write quality observations
- Ability to work as part of a team and to follow and embed whole school initiatives
- A commitment to improving outcomes for all our children and families as part of multi-agency team working
- Strong knowledge and understanding of Safeguarding Policies and Procedures for in line with school policies and procedures, and Government guidance

If you are interested in the role, please take a look at our 'virtual tour' on our website. If you are shortlisted, a tour will be included as part of the interview day.

**Deadline for applications:** Midnight, Thursday 7<sup>th</sup> July 2022

**Short-listing:** Friday 8<sup>th</sup> July 2022

**Interviews:** Tuesday 12<sup>th</sup> July 2022

Please apply online at [www.islington.gov.uk/jobs](http://www.islington.gov.uk/jobs) If you need any assistance, please email the Education HR team at [schoolsrecruitment@islington.gov.uk](mailto:schoolsrecruitment@islington.gov.uk) quoting reference: AMB/1118

*Ambler Primary School are committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment; an enhanced DBS check will be required.*

## Job Description

<b>SALARY RANGE:</b>	Scale 2
<b>ACTUAL SALARY:</b>	£15,599- £16,164 per annum
<b>CONTRACT:</b>	1 x 27.5 hours term time only permanent 1x 27.5 hours term time only 1-year temporary contract Shift pattern between the hours of 8am and 6pm.
<b>REQUIRED FOR</b>	September 2022

### PURPOSE OF THE POST

To assist in the provision of high quality, fully integrated care and education for children throughout the nursery/centre in partnership with their parents and to assist teachers and nursery education workers to maintain a safe and secure environment for the children.

### MAIN DUTIES AND RESPONSIBILITIES

1. To take joint responsibility for promoting and safeguarding the welfare of children in your care and those you come into contact with and undertake child protection training at a level commensurate with role.
2. Through hands-on practice to assist in the fostering of the physical, social, emotional and intellectual development of all children attending the nursery/centre, including those with special educational needs.
3. Through hands-on practice to assist in the provision of a comfortable, safe, stimulating and aesthetically pleasing environment which provides consideration of families' ethnic, cultural and linguistic backgrounds and consideration of children's gender.
4. To support the key worker systems in the centre and act as a co-key person for a small group of children to provide continuity of care in the absence of the key worker, as required:
  - Develop a loving and secure relationship with each key child.
  - Help each key child to become familiar with and confident in the setting.
  - Look after each key child's care and welfare needs e.g. dressing, toilet training, eating, sleeping, being comforted.
5. To assist in observation, assessment and recording of each child's progress with reference to the nursery/centre's policies.
6. To assist in daily, weekly and termly planning and evaluation to meet the children's needs and interests.
7. To assist the Nursery teacher/Nursery Education Worker working with individual and groups of children as appropriate to their development.
8. To work in partnership with parents.
9. To maintain appropriate positive behaviour strategies with children.
10. To assist in the smooth transition from home to nursery/centre, and between nursery/centre and primary school for the child and family.



- 
11. To display the children's work to draw attention to their achievements.
  12. To keep up to date with current thinking by attending courses, reading documents, articles etc. as required in fulfilling this role.
  13. To work within and promote the nursery/centre's Equal Opportunities Policies.
  14. To undertake such other duties as may be required by the Headteacher/Head of Centre, which are commensurate with the job and grade.
  15. To ensure equality of opportunity for all people in service provision and in employment, and to oppose strongly any form of discrimination.

## ADDITIONAL

- Be aware of key school plans, policies and procedures, especially the School Priorities, Health and Safety Procedures and Child Protection Procedures.
- Behave professionally and in compliance with the Code of Conduct.
- To use and assist others in the use of information technology systems to carry out duties in the most efficient and effective manner.
- To achieve agreed service outcomes and outputs, and personal appraisal targets, as agreed by the line manager.
- To undertake training and constructively take part in meetings, supervision, seminars and other events designed to improve communication and assist with the effective development of the post and post holder.
- The post holder is expected to be committed to the Council's core values of public service, quality, equality and empowerment and to demonstrate this commitment in the way they carry out their duties.
- Ensure all the services within the area(s) of responsibility are provided in accordance with the Council's commitment to high quality service provision to users.
- Ensure that duties are undertaken with due regard and compliance with the Data Protection Act and other legislation. In particular, respecting the confidentiality of pupil information and respond sensitively to pupils' needs.
- Carry out duties and responsibilities in accordance with the Council's Health and Safety Policy and relevant Health and Safety legislation.
- At all times carrying out responsibilities/duties within the framework of the Council's Dignity for all Policy. (Equal Opportunities Policy).

## PLEASE NOTE

*This job description is a guide to the general duties and responsibilities of this post, which reasonably may vary from time to time according to the needs of the service. It does not form part of the terms and conditions of employment.*

*All staff at Ambler Primary School and Children's Centre are expected to accept reasonable flexibility in working arrangements, including undertaking duties commensurate with the scale of the post and duties normally allocated to posts at a lower scale.*

## Person Specification



The person specification is a picture of skills, knowledge and experience required to carry out the job. It has been used to draw up the advert and will also be used in the short-listing and interview process for this post.

You should demonstrate on your application form how you meet each of the following essential criteria. Please ensure that you address each one of the criteria as this will be used to assess your suitability for the post.

EDUCATION and EXPERIENCE		
E1	Experience of working with children (either in a paid or unpaid capacity) preferably in an education setting or a Level 2 qualification in childcare (or equivalent)	A/ I
KNOWLEDGE, SKILLS and ABILITY		
E2	Demonstrate the ability to safeguard and promote the welfare of children, and provide a safe learning environment and recognise when a child is in danger or at risk of abuse	A/I/T
E3	Demonstrate a knowledge and understanding of the needs of young children, including those with social, emotional or special educational needs	A/I/T
E4	Demonstrate an understanding of the importance of play in young children's development and learning	A/I/T
E5	Demonstrate an understanding of how to share information appropriately and the importance of confidentiality	A/I/T
E6	Demonstrate an understanding of how to keep children safe and the requirements of health and safety in the workplace	A/I/T
E7	Demonstrate the ability to promote all aspects of children's learning and development	A/I/T
E8	Demonstrate the ability to communicate and relate easily to children, listening and responding sensitively	A/I/T
E9	Demonstrate the ability to communicate clearly and work with staff, parents and other agencies as part of a team	A/I/T
E10	A commitment to equality and inclusion in all aspects of the work	A/I/T
E11	Good levels of written and verbal communication and interpersonal skills	A/I/T
E12	Good level of numeracy skills, appropriate to work with the early years age group	A/I/T
E13	Demonstrate the ability to adhere to the Council's Dignity for All policy	A/I/T
COMMITMENT TO EQUAL OPPORTUNITIES		

---

<b>E14</b>	Demonstrate the ability to adhere to the Council's Dignity for All policy	<b>A/I</b>
<b>SPECIAL REQUIREMENTS OF THE POST</b>		
<b>E15</b>	This post will require satisfactory clearance from an Enhanced Disclosure and Barring Service (DBS) check.	✓
<b>E = Essential</b>		
<b>*Assessed by: A= Application I= Interview T= Test</b>		

# Details of Selection Process

## Application deadline

Completed application forms must be received by Midnight, Sunday 7<sup>th</sup> July 2022 Apply online at [www.islington.gov.uk](http://www.islington.gov.uk), following the jobs link.

Please note that application forms should not be returned to the school.

If you need any assistance, please email the Schools HR Team at [schoolsrecruitment@islington.gov.uk](mailto:schoolsrecruitment@islington.gov.uk) quoting job ref: AMB/1118.

## Completing your application

Candidates are asked to complete all the standard information required on the application form, and to submit a supporting statement, addressing all of the criteria identified at application stage.

## Visits

Due to current restrictions we are currently unable to host visits to our school and children's centre but please take a look on our website and at our virtual tour to find out more about us. If you have any questions, get in touch!

## Selection process

The selection process will be a combination of tasks, activities, assessment tools and interview. Further information will be provided to the candidates shortlisted for interview.

## References

Candidates are advised that references will be taken up immediately after shortlisting. Candidates are asked to ensure that their referees are warned of the need to respond within the timescale set. In all cases at least one professional reference is required.

The post will be offered subject to satisfactory completion of pre-employment checks.

## Safeguarding children

Prior to appointment, formal checks will be made in accordance with the current statutory requirements relating to child protection.

Call **020 7226 4708** or email [childrenscentre@ambler.islington.sch.uk](mailto:childrenscentre@ambler.islington.sch.uk)

