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| PERSON SPECIFICATION |
| **POST TITLE: Senior Early Years Practitioner** |
| DATE: November 2018 |

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| Post Title: Senior Early Years Practitioner | | |
| REQUIREMENT | ESSENTIAL | DESIRABLE |
| Education and Qualifications | * Early Years Professional Status equivalent to level 3. * Evidence of Continued Professional Development. * Evidence of a good level of IT competence. * 12 Hour Paediatric First Aid course. | * Food Handling and Hygiene course. * Further training regarding therapeutic interventions with children. * Early Years Teacher Status or another suitable level 6 qualification. |
| Experience | * Evidence of substantial experience of working with children in Early Years settings. * Evidence of working effectively and successfully in a team. * Evidence of active listening and empathy when dealing with clients. * Evidence of an understanding of issues relating to confidentiality and data protection. * Experience of safeguarding children. * Experience of working, planning and monitoring focused groups and activities, underpinned by knowledge of children’s safety and welfare guidance,to meet targets and developing appropriate connections with relevant agencies to deliver a service. | * SENCO experience. * Experience of Early Years SEN procedures, including writing ‘My Plans’ attending TAC/TAF meetings and liaising with outside agencies and professions (such as Health Visitors and Speech and Language therapists. * Evidence of experience of effective working with within a multi-disciplinary team. |
| Skills & Knowledge | * + Evidence of ability to prioritise own workload to a work plan and to work proactively on own initiative.   + Evidence of the ability to present information clearly, assertively and accurately and using appropriate language – both in written and verbal format.   + Evidence of ability to work within child protection procedures.   + Evidence of ability to work within the principles and practice of inclusion within an equal opportunities framework.   + Evidence of delivering services in keeping with:   **-** Ofsted requirements,   * + - SEN Code of Practice. | * + An understanding of the Common Assessment Framework process. |
| Abilities | * Evidence of being trustworthy and organised and always on time for meetings; * Evidence of being able to keep others informed of progress and respond in good time. * Evidence of an ability to constructively contribute to team meetings and being willing to share useful information with others. * Evidence of ability to ensure safe working practices for self and others including working with sensitive information. | * To value the importance of consulting with and receiving feedback from service users as an important vehicle to improve service delivery. * Willingness to develop training materials and facilitate training sessions |
| Other requirements (E.g. Ability to work irregular hours or to drive) | * The post holder must have sufficient mobility to satisfy the demands of the job. |  |

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