

North Town Nursery

Person Specification – General Nursery Assistant



YOUR LETTER OF APPLICATION SHOULD ADDRESS THIS SPECIFICATION

	Essential	How measured	Desirable	How measured
Experience	<ul style="list-style-type: none"> • Experience of working in an early years setting. • Demonstrate high expectations of pupils' achievements and behaviour • Full knowledge and understanding of the key person system and record keeping • Ability to communicate with parents at various situations • Experience of using observation and assessment to support planning and delivery of varied play experiences based on the child's individual interests 	<ul style="list-style-type: none"> • A/R/I • A/R/I 	<ul style="list-style-type: none"> • Contribute to an attractive and effective learning environment. • Experience of keeping records of your key children's development and learning journeys. 	<ul style="list-style-type: none"> • A/R/I • A/R/I
Education/Training/Qualifications	<ul style="list-style-type: none"> • GCSEs at grade C or above in Maths and English. • Level 3 Qualification • Any relevant Early years qualifications 	<ul style="list-style-type: none"> • A • A 	<ul style="list-style-type: none"> • Paediatric first aid certificate. • Food hygiene certificate. • Safeguarding certificate. • Commitment to furthering own professional development. 	<ul style="list-style-type: none"> • A • A • A • A/I
Special Knowledge/Understanding/Skills	<ul style="list-style-type: none"> • Has a sound knowledge of the Early Years Foundation Stage Framework and child development and be aware of the new framework from September 2021 • Has effective ICT skills to promote learning. • Has good organisational skills and is able to prioritise tasks effectively. • Able to establish and maintain effective professional relationships within school and the wider community. 	<ul style="list-style-type: none"> • A/R/I • A/R • A/R • A/I/R 	<ul style="list-style-type: none"> • An understanding of Safeguarding requirements. 	<ul style="list-style-type: none"> • A/I

	Essential	How measured	Desirable	How measured
Personal skills	<ul style="list-style-type: none"> • Is passionate about children's development, learning and wellbeing. • Work as part of a team, communicate effectively and build partnerships with children, parents/carers and colleagues. • Demonstrate effective presentational skills. • Ability to work under pressure, meet deadlines and targets. • Able to set and sustain high standards in all areas of professional work. • Good record of attendance. • Ability to reflect upon and analyse own performance. • Self-motivated. 	<ul style="list-style-type: none"> • A/I • A/R/I • A/I/R • A/R • A/R/I/O • R • A/I/O • A/I/R 	<ul style="list-style-type: none"> • Has a positive approach to achieving a work life balance through outside interests. 	<ul style="list-style-type: none"> • A

A = Application Form

I = Interview

O = Observation

R = Reference

North Town Nursery is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. This post is subject to a satisfactory Disclosure and Barring Service (DBS) Enhanced Disclosure.