**Catchgate Primary School – 0 – 5 Childcare and Early Years Provision**

**Person Specification**

**Essential**

1. NVQ Level 3 Early Years Care & Education Diploma or Equivalent
2. Experience of working in a pre-school environment
3. Knowledge of Health and Safety / Child Protection Procedures
4. Knowledge of OFSTED
5. Adaptability, strong motivation, good team member
6. Willingness to develop training skills
7. Attendance at staff meeting and in service training sessions

**Desirable**

1. Play work diploma/ certificate
2. Current first aid certificate
3. Basic food hygiene certificate
4. Full day care experience
5. Experience in record keeping
6. Key person duties
7. Principles of EYFS
8. Good communication skills
9. Creative flair
10. Participation in association meetings and social events