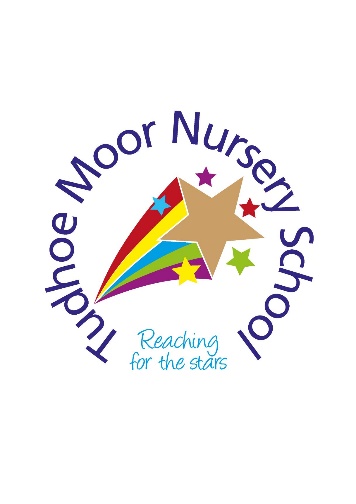
**Person Specification**

**Tudhoe Moor Nursery School**

**Out of Hours Supervisor**

**Grade 5**

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| --- | --- | --- |
|  | **Essential Criteria** | **How Assessed** |
| **Education & Qualifications** | NVQ Level 3 in Early Years / Early Years practitioner qualification to at least a Level 3 standard  Excellent numeracy and literacy skills with GCSE English & Maths at grade C or above  Willingness to undertake all relevant training  Up to date Paediatric First Aid Qualification and Food Hygiene Certificate (or willingness to work towards them) | Application Form, Certificates & References |
| **Experience, Skills and Knowledge** | Have experience of working in an early years setting working with or caring for children 0 to 5 years (Early Years)  Excellent understanding of a child’s development and learning  Commitment to and/ or experience of working with children with a range of Special Educational Needs (SEN) ensuring access to the curriculum for all  Understanding of the relevant policies/codes of practice/ and awareness of relevant legislation in the context of your role  Excellent understanding of national/ Early Years foundation stage curriculum and other relevant learning programmes/strategies.  Knowledge & experience of resources preparation to support learning programmes  Effective use of IT to support learning  Ability to write brief reports and keep records  Have excellent behaviour management skills  Excellent knowledge and understanding of safeguarding and health and safety  Excellent communication and organisational skills, ability to show initiative | Application Form, Interview & References |
| **Personal Qualities** | Ability to build effective relationships with pupils’ families, liaising sensitively & effectively with them, recognising your role in pupils’ development.  To effectively manage and supervise a team dealing with a wide variety of staff issues as well as working constructively as part of a wider team, understanding roles and responsibilities and your own position within these.  To be an excellent role model.  Emotional resilience in working with a range of challenging situations.  Ability to plan and deliver specific activities with the children to keep them focused and engaged  To constantly improve own practice/knowledge through reflection, self-evaluation and learning from others.  Motivational skills to maintain a positive and effective team  Have a willingness to demonstrate commitment to the values and behaviours, which flow from the school ethos. | Application Form, Interview & References |
| **Work Circumstances** | To work flexibly as the workload demands  Occasional out of hours working to support school functions |  |

This post is subject to Enhanced DBS, identity and qualification checks Interview & References