

PERSON SPECIFICATION
Assistant Early Years Practitioner

Factor	Essential	Desirable	Evidence
1. Skills, Knowledge and Aptitudes	i. Basic knowledge of child development and the Welfare standards, SEND and Safeguarding procedures	i. Experience of working with a range of SEND needs.	Application Interview References Observation
	ii. Demonstrate effective communication and inter-personal skills (Written and spoken). To be able to keep clear and concise records		Application Interview References Observation
	iii. Can show understanding of positive behaviour management / nurturing strategies, including the behavioural / sensory needs of children with SEN		Application Interview Observation
	iv. Experience of contributing to systems of recording and evaluating intended learning outcomes		Application Interview References
	v. Can show understanding of the importance of Health & Safety, hygiene and basic food handling routines	ii. Food Safety training	Application References Interview
2. Qualifications and Training	ia A full and relevant Level 2 qualification (as identified on https://www.gov.uk/guidance/early-years-qualifications-finder)	iii. A full and relevant Level 3 qualification (as identified on https://www.gov.uk/guidance/early-years-qualifications-finder)	Application
	ib. GCSE or equivalent English (Grade C/4 or FS Level 2)	iv. A current Paediatric First Aid certificate which meets criteria “Annex A: Criteria for effective PFA training” EYFS Statutory Framework	Application
	ii. A willingness to undertake further training as required	v. Attendance on courses relating to early years education and care.	Application Interview
3. Experience	i. Have experience of observing, monitoring, assessing, reporting and maintaining records of children and their performance		Application Interview
	ii. Have experience of capturing children’s learning in ways that can be shared with children and their families	vi. Experience of displaying and promoting children’s learning and celebrating achievements in nursery environment	Application Interview
	iii. Experience of working with two year olds and three year olds	vii. Experience of working with full birth to five age range	Application Interview References
	iv. Experience of delivering planning for individuals and groups of children to meet their needs and promote progress	viii. Experience of enhancing learning environment in response to needs / interests of children	Application Interview References
4. Disposition	i. Ability to demonstrate high personal and professional standards		Application Interview References
	ii. Flexible approach to the role and working arrangements, in line with the nursery offer		Application Interview References

5.	Equality		i. Ability to demonstrate awareness and understanding of equal opportunities and of other people's behaviour, physical, social and welfare needs.		Application Interview References
			ii. Ability to create and maintain a working environment which values the individual, challenges discrimination and respects confidentiality		Application Interview References

EVIDENCE: AF – APPLICATION FORM

I – INTERVIEW

R – REFERENCES / CHECKS

A – ACTIVITY

Please note, applicants who do not hold 'full and relevant' Early Years qualification will not be considered for shortlisting.