Person Specification
Early Years Practitioner (Level 3)

Job title:	Early Years Practitioner, Level 3	**Ealing GLPC Grade:**	Scale 6
School:	Montpelier Primary School		
Line manager:	Senior Leadership Team		
Supervisory responsibility:	None, apart from assisting in work familiarisation of new members of staff.		
Hours:	08:30 – 16:00 Term-time, plus 5 staff training days as requied		

This form lists the essential requirements needed in order to do the job. Applicants will be short-listed solely on them meeting these requirements.

Essential Requirements

Education and Experience

a) NVQ 3 Early Years Care and Education or equivalent / NNEB or equivalent

b) Experience of working with children with additional needs.

c) Very good numeracy and literacy skills.

d) Experience of working with relevant age groups within a learning environment.

e) Experience of general clerical/ administrative work.

f) Experience in a relevant discipline.

g) Training in relevant strategies in appropriate curriculum or learning area.

Knowledge, Skills and Abilities

h) Ability to work well as part of a team.

i) An understanding of classroom roles and responsibilities.

j) Good working knowledge of early years foundation stage curriculum.

k) An ability to understand the principles of child development and learning processes and in particular barriers to learning.

l) Ability to observe, monitor and provide constructive feedback on pupils progress.

m) Good working knowledge of relevant policies and codes of practice and awareness of relevant legislation.

n) Ability to contribute to plan effective actions for pupils at risk of underachieving.

o) Ability to build and maintain effective relationships with pupils, treating them equitably with respect and consideration.

p) Ability to understand the roles of parents and carers in pupils learning and demonstrate ability to liaise with parents and carers sensitively and effectively.

q) Ability to provide necessary personal care to children.

r) Ability to successfully complete first aid training as required.

s) Ability and willingness to identify own training needs and participate in training and evaluate own learning.

t) To be responsible for promoting and safeguarding the welfare of children and young people within the school.

Prepared by: ..... **Date** ..../..../.....

Agreed by: ..... **Date** ..../..../.....