



Person Specification

Early Years Practitioner

1. Qualifications and Experience	Essential	Desirable
Successful recent experience working with nursery/early year's children.	✓	
NNEB or equivalent	✓	
Good general standard of education	✓	
First aid qualification.		✓
Knowledge of child development.	✓	
Knowledge of Foundation Stage Curriculum.		✓
Knowledge of assessment techniques for young children.	✓	
Understanding of child protection policies and procedures.	✓	
Good literacy skills	✓	
Good numeracy skills	✓	
Ability to uses equipment e.g. photocopier, specialist equipment e.g. for technicians, IT packages etc.	✓	
2. Communication	Essential	Desirable
Ability to write detailed reports.	✓	
Listening Skills	✓	
Ability to exchange information clearly with children and adults	✓	
Ability to express own views and opinions.	✓	
Seek support to overcome communication barriers with children and adults	✓	
Ability to consult effectively with children and adults	✓	
Ability to motivate, encourage and empower children	✓	
3. Working with children	Essential	Desirable
Understand and implement school behaviour management policy.	✓	
Ability to manage groups of children, ensuring pupils remain on task.	✓	



Understand and support the differences in children and respond appropriately.	✓	
Working knowledge and experience of implementing the national curriculum and other learning programmes	✓	
Understanding of different developmental stages and the impact of experience on these developments	✓	
Understand the way in which play and games can support child development	✓	
Understand and promote the value of emotional and physical wellbeing in children.	✓	
Take responsibility for own wellbeing	✓	
4. Working with Others	Essential	Desirable
Ability to forge networks and links with internal and external partners	✓	
Ability to establish rapport and respectful and trusting relationships with children, their families and carers and other adults.	✓	
Able to use appropriate communication styles Ability to build open and honest relationships.	✓	
Work effectively as part of a team	✓	
Ability to work independently	✓	
Know when and how to seek support	✓	
Knowledge of own position within a team environment and the boundaries which apply.	✓	
Ability to record and report observations in an appropriate manner.	✓	
Ability to distinguish between opinion and fact.	✓	
Able to follow and give instructions	✓	
5. Responsibilities	Essential	Desirable
Ability to be proactive and initiate action	✓	
Ability to manage and support the work of others	✓	
Ability to manage own time effectively	✓	
Demonstrate creativity and an ability to resolve problems independently	✓	



6. General	Essential	Desirable
Demonstrate commitment to treating all people fairly	✓	
Good understanding of Health and Safety	✓	
Understand what is meant by safeguarding and the different way in which children can be harmed	✓	
Understand and comply with children protection procedures	✓	
Understand and comply with procedures and legislation relating to confidentiality	✓	
Demonstrate a clear commitment to develop and learn in the role.	✓	