



PERSON SPECIFICATION

POSITION	Early Years Education Worker (Qualified)
SCHOOL	Tufnell Park Primary School
RESPONSIBLE TO	Early Year Phase Leader / Headteacher
GRADE	Scale 5 (Level 3 Qualification)

The person specification is a picture of skills, knowledge and experience required to carry out the job. It has been used to draw up the advert and will also be used in the shortlisting and interview process for this post.

You should demonstrate on your application form how you meet the following essential criteria.

REQUIREMENTS	
EDUCATION and EXPERIENCE	
E1	NNEB Certificate, NVQ Level 3 - Childcare/Early Years Care, BTEC Nationals in Childhood Studies (Nursery Nursing) with suitable practice placements) OR equivalent qualification and one year's post qualifying experience
E2	Demonstrable levels of numeracy and literacy equivalent to GCSE (A-C) (or by test).
E3	Experience of working with children (either in a paid or unpaid capacity) preferably in an education setting.
E4	An understanding of integrated education and care and knowledge of the role that children's centres play in achieving the best start in life for children.
KNOWLEDGE, SKILLS and ABILITY	
E5	Ability to identify the delivery of high quality practice and provision in which very young children can thrive
E6	Commitment to meeting the needs of the whole child and his/her family, particularly an understanding of the importance of the child's well-being, personal, social and emotional development.
E7	Commitment to developing and maintaining the ethos of the setting as a partnership of children, professionals, parents/carers and the community
E8	An understanding of the importance of appropriate information sharing and confidentiality in supporting children's and families well-being.

E9	Evidence of commitment to fostering equality and inclusion in relationship with parents, and staff.
E10	Knowledge of current developments and issues in the education and care of 2 year old children, including those who are vulnerable or disadvantaged and to meeting the needs of families.
E11	Knowledge and understanding of how to meet the needs of more vulnerable 2 year olds including those with SEND
E12	Displays an awareness, understanding and commitment to the protection and safeguarding of children.
E13	Ability to foster and develop effective relationships with parent/carers, and in partnership with them to participate in planning for their children.
E14	The ability to contribute to effective observation, assessment and tracking progress systems.
E15	The ability to work as a member of a team and contribute to planning and policy development
E16	Good level of communication and inter-personal skills, combined with energy, enthusiasm and good humour.
E17	The ability to establish and maintain good relationships with staff, children, parents, visitors, and others who have contact with the work of the setting
E18	An understanding of the process of the common assessment framework and ability to act as lead professional, if required, in team around the child meetings
E19	To have relevant IT skills, be willing to develop these skills as necessary and be familiar with relevant software
E20	Ability to work in accordance with national and local Child Protection and Safeguarding policies and procedures.
E21	Ability to form and maintain appropriate relationships and personal boundaries with children and young people
COMMITMENT TO EQUAL OPPORTUNITIES	
E22	Ability to adhere to the Council's Dignity for All policy.
SPECIAL REQUIREMENTS	
E23	This post requires an enhanced level of Criminal Records Bureau (CRB) Disclosure