



# LONGACRE SCHOOL

## Person Specification

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

	<b>Essential</b> These are qualities without which the applicant could not be appointed	<b>Desirable</b> These are extra qualities which can be used to choose between applicants who meet all the essential criteria	<b>Method of Assessment</b>
<b>Qualifications:</b>	<p><i>The professional, technical or academic qualifications that the applicant <b>must have</b> to undertake the role or the training that they <b>must have</b> received.</i></p> <ul style="list-style-type: none"> <li>NVQ Level 2</li> </ul>	<p><i>The professional, technical or academic qualifications that the applicant <b>would ideally have</b> to undertake the role or the training that they <b>should ideally have</b> received.</i></p> <ul style="list-style-type: none"> <li>In-service training relevant to the post</li> <li>Paediatric First aid training</li> </ul>	Production of the applicant's certificates
<b>Experience:</b>	<p><i>The categories of work or organisations, types of achievements and activities that would be likely <b>to predict</b> the success in the role.</i></p> <ul style="list-style-type: none"> <li>Nursery assistant experience</li> <li>Pre-school aged children</li> <li>Willingness to be involved with all aspects of school life</li> </ul>	<p><i>The categories of work or organisations, types of achievements and activities that would be likely <b>to contribute to</b> the success in the role.</i></p> <ul style="list-style-type: none"> <li>Experience of children aged 2-11 years</li> </ul>	Contents of the application form  Interview  Professional references
<b>Skills:</b>	<p><i>The skills <b>required</b> to perform effectively in the role.</i></p> <ul style="list-style-type: none"> <li>Good communicator</li> <li>Well presented</li> <li>Adaptable</li> <li>Excellent organisational skills</li> <li>Team player</li> </ul>	<p><i>The skills that would <b>enable</b> the applicant to perform effectively in the role.</i></p> <ul style="list-style-type: none"> <li>A willingness to be involved in extra-curricular activities</li> <li>IT Skills</li> </ul>	Contents of the application form  Interview  Professional references  Lesson Observation
<b>Knowledge:</b>	<p><i>The knowledge <b>required</b> by the applicant to perform effectively in the role.</i></p> <ul style="list-style-type: none"> <li>Knowledge of the Early Years Foundation stage curriculum</li> </ul>	<p><i>The knowledge that would <b>enable</b> the applicant to perform effectively in the role.</i></p> <ul style="list-style-type: none"> <li>IT Literate</li> <li>Some familiarity with needs of young children and their parents</li> </ul>	Contents of the application form  Interview  Professional references  Lesson Observation

<p><b>Personal competencies and qualities:</b></p>	<p><i>The personal qualities <b>required</b> by the applicant to perform effectively in the role and to ensure that the applicant safeguards and promotes the welfare of children and young people.</i></p> <ul style="list-style-type: none"> <li>• Motivation to work with children and young people</li> <li>• Ability to form and maintain appropriate relationships and personal boundaries with children and young people</li> <li>• Positive attitude in use of authority and maintaining discipline</li> <li>• A willingness to play a full part in the life of the school</li> </ul>	<p><i>The personal qualities that would assist the applicant to perform effectively in the role.</i></p> <ul style="list-style-type: none"> <li>• Flair and creativity</li> <li>• Adaptable and versatile</li> <li>• Enthusiasm and passion for early years</li> <li>• Good sense of humour</li> <li>• Good rapport with appropriate age range</li> </ul>	<p>Contents of the application form</p> <p>Interview</p> <p>Professional references</p>
--	---	---	---