



ST ANTHONY'S CATHOLIC PRIMARY SCHOOL VISION STATEMENT

'Children in our heart, Christ at the centre.
We love, we learn and we live.'



EARLY YEARS ASSISTANT PERSON SPECIFICATION

POST: Early Years Assistant, Preschool

SCHOOL: St Anthony's Catholic Primary School

FACTOR	ESSENTIAL	DESIRABLE	ASCERTAINED BY
QUALIFICATIONS	<ul style="list-style-type: none"> ➤ Educated at Diploma in Nursery Nursing (NNEB) or BTEC National in Childhood Studies (Nursery Nursing) or NVQ Level III Childcare and Education Standard ➤ A good level of spoken and written English 	<ul style="list-style-type: none"> ➤ English and Maths GCSE - grade C or 4 or above 	<ul style="list-style-type: none"> ➤ Application Form ➤ Documentary Evidence
KNOWLEDGE AND UNDERSTANDING	<ul style="list-style-type: none"> ➤ Knowledge of the Early Years Curriculum ➤ Experience of working with young children 	<ul style="list-style-type: none"> ➤ Experience of supporting children with specific needs 	<ul style="list-style-type: none"> ➤ References ➤ Interview
COMMUNICATION	<ul style="list-style-type: none"> ➤ The ability to communicate effectively in a verbal and written form to a range of audiences 		<ul style="list-style-type: none"> ➤ Application Form ➤ Interview
SKILLS AND APTITUDES	<ul style="list-style-type: none"> ➤ To motivate and inspire pupils. ➤ To have the ability to develop and maintain good professional relationships. ➤ Ability to set high standards and be a role model for staff and pupils. ➤ Ability to deal sensitively with pupils, colleagues, parents and to resolve conflicts professionally. ➤ Ability to adapt to change at short notice. ➤ Ability to contribute imaginatively when working in a team. 	<ul style="list-style-type: none"> ➤ Experience of providing intimate care. ➤ Creative and imaginative skills to support with displays and teaching resources. 	<ul style="list-style-type: none"> ➤ Application Form ➤ References ➤ Interview
DISPOSITION	<ul style="list-style-type: none"> ➤ To be committed to raising the achievement of children of all abilities ➤ Able to work as part of a team 		<ul style="list-style-type: none"> ➤ Application Form ➤ References ➤ Interview

<p>PERSONAL QUALITIES</p>	<ul style="list-style-type: none"> ➤ Sympathetic to the school's Catholic nature and ethos. ➤ Displays warmth, care and sensitivity in dealing with children. ➤ Open minded, self-evaluative and adaptable to changing circumstances and new ideas. ➤ Able to enthuse and reflect upon experience. ➤ Willing to be involved in the wider life of the school. ➤ Tidy and organised. ➤ When all the above fail, can maintain good sense of humour, a willingness to learn and the desire to continue to strive for excellence. 	<ul style="list-style-type: none"> ➤ Baptised Catholic 	<ul style="list-style-type: none"> ➤ Application Form ➤ Interview ➤ References
<p>SPECIAL REQUIREMENTS</p>	<ul style="list-style-type: none"> ➤ An Enhanced DBS check is essential. ➤ An understanding of the importance of safeguarding children. ➤ A good health and attendance record. ➤ Comply with the School's: No Smoking at work, No Alcohol at work and Health & Safety policies. 		<ul style="list-style-type: none"> ➤ Documentary Evidence