



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

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