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**BARNFIELD PRIMARY SCHOOL**

**EARLY YEARS EDUCATOR / NURSERY NURSE**

**Person Specification:**

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| **Job Title:** | **Early Years Educator/Nursery Nurse** |
| **Grade:** | **G** |
| **Salary:** | £33,957 - £37,443 Pro Rata |
| **Reports to:** | **EYFS lead / Assistant Head**  |

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| **Knowledge, training and experience** |
| * NNEB/BTEC National Diploma or DCE Diploma (Diploma in Childcare and Education), NVQ3 in Early Years Childcare or equivalent level of qualification.
* Thorough understanding of relevant policies and procedures such as child protection, health and safety restraint techniques, key worker role, data protection, all school policies, e.g. Behaviour policy, Equal Opportunities policy, Attendance policy etc.
* Thorough understanding of Early Years Foundation Stage/Every Child Matters Framework.
* Awareness of childhood illness, health issues, child development.
* Ability to use ICT skills as appropriate for the job.
* Knowledge of different cultures, beliefs and religions within school setting.
* Knowledge of Special Educational Needs & Additional Support Needs requirements.
* Willingness to undertake training as required, e.g. first aid training, training on Downs Syndrome, ADHD, Autism, Epilepsy, use of Epi-pen, allergies, fire safety training.
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| **Skills**  |
| **Planning, organising and controlling skills** * In collaboration with team colleagues, take responsibility to plan and implement appropriate activities for individuals and groups of children to maximise their learning opportunities.
* Contribute to whole school policies and ensure their implementation.
* In line with school policies and procedures and in collaboration with the class teacher within the key worker role be responsible for the planning, observation and assessment cycle.
* In collaboration with colleagues develop an enabling learning environment, both indoors and outdoors.
* Contribute to the maintenance and development of a curriculum resource area or focus.
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| **Communication and influencing skills*** Communication skills with early year’s pupils to encourage social, emotional, educational and physical development and acceptable behaviour.
* Use language appropriate to child’s particular needs, age, stage of development and culture.
* In line with information sharing protocol and in liaison with the class teacher, build and maintain effective working relationships with parents/carers, colleagues and other

 agencies/professionals, maintaining high professional standards and boundaries at all times. * Involve and inform parents/carers of their child’s progress and development, meeting with them as appropriate to share information and through daily informal contacts, term time contacts, consultations and curriculum workshops. This includes parents/carers for whom English is an additional language.
* Develop home/school links by participating in home/school visiting, encouraging and promoting parental/carer involvement in a range of school activities.
* Work in partnership with teams across the school.
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| **Initiative and Innovation skills*** Share in making decisions and recommendations about practice, routines and organisation or space, to maximise the achievement of all children.
* Be aware of and comply with, all policies and procedures, reporting all concerns to the appropriate person, in respect of, safeguarding children’s welfare, health, development, safety and security, confidentiality and data protection.
* In collaboration with team colleagues be responsible for the planning, preparation, delivery and evaluation of learning experiences and activities that enhance all children’s physical, intellectual, emotional, social and moral development.
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**Supplementary Information Form**

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| **Post Title** | **Early years Educator / Nursery Nurse** |
| **Service Area** | EYFS  |
| **Staff management accountability** | In conjunction with the class teacher, supervise/mentor early years students or volunteers.Support the EYFS leader with induction training of new staff.Support supply teachers and work experience students. |
| **Physical effort** | Requirement to set up rooms, play equipment and displays involving lifting and moving furniture, setting up climbing frames, outdoor play equipment, and maintaining a safe play environment.Requirement to stand or work in awkward positions, e.g. bend over small tables, sit on floor, small chairs, assist with the daily access and storage of play equipment etc.May be required to use physical restraint techniques in accordance with school policy and after appropriate training. |
| **Working environment** | Exposure to EYFS working conditions including noise, outdoor working (playtime/lunchtime supervision, school trips, outdoor play sessions etc. in all weathers) and exceptionally physical and verbal abuse from young children, (being spat, kicked, bitten, sworn at) etc. Exposure to verbal abuse from parents/carers who may become angry or upset at the situations they find themselves in.Requirement to undertake toilet training of young children and to change/dispose of soiled nappies/clothing. Undertakes accompanied (in pairs) visits to the homes of new starters which may be unclean or unhygienic.  |