

PERSON SPECIFICATION

JOB TITLE: Nursery Keyperson

DEPARTMENT: Nursery

Information for candidates:

The person specification provides an outline of the experience, skills and abilities we expect the successful candidate to possess. You should match your own skills, experience, and abilities to those listed below. Tell us in what way you have carried out the criteria asked for; a sentence or two of explanation will help us to assess your application.

Applications from people with disabilities will be assessed based on the specification criteria to carry out the duties of the post.

| Criteria | Essential ✓ | Desirable ✓ |
|---|----------------|----------------|
| Skills and Abilities | | |
| 1. Able to maintain keyworker scheme records on child development for the EYFS. | ✓ | |
| 2. Sound knowledge of Safeguarding and Child Protection Procedure. | ✓ | |
| 3. A good understanding of early years Foundation stage framework. | ✓ | |
| 4. Able to effectively manage time and prioritise work to achieve deadlines. | ✓ | |
| Experience | | |
| 1. A minimum of two years post qualified experience in a group setting with children aged 0 - 8 years. | ✓ | |
| 2. Effective team working | ✓ | |
| Education / Qualification | | |
| 1. Level 3/4 Qualification in Early Years | ✓ | |
| 2. First Aid | | ✓ |
| 3. Hold a level 2 qualification in Maths and English. | ✓ | |
| Other | | |
| 1. To be able to foster effective partnership working with parents and external agencies. | ✓ | |
| 2. Candidates will take responsibility for safeguarding and promoting the welfare of children and will therefore be suitable to work with children. | ✓ | |