

# RIVER BEACH PRIMARY SCHOOL

York Road, Littlehampton, West Sussex BN17 6EW

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Website: [www.riverbeach.w-sussex.sch.uk](http://www.riverbeach.w-sussex.sch.uk)

Head of School: Mr D Ayers, MA(Ed)  
Deputy Headteacher: Mrs R Wilkinson, BEd (Hons)



Telephone: (01903) 725500  
Fax: (01903) 712700

Nursery Assistant Person Specification	Essential	Desirable	How Assessed
<b>Qualifications:</b>			
Relevant Nursery Assistant Qualification or L2 equivalent		✓	Application form; certificate of qualification
At least L2 (A*-C GCSE equiv) in English and Mathematics	✓		Application form; certificate of qualification
Willingness to undertake further relevant training	✓		Application form; interview
<b>Relevant Knowledge &amp; Experience:</b>			
Experience of working as a nursery assistant or teaching assistant in a nursery or an educational setting		✓	Application form; at interview and reference
Have excellent inter-personal skills and be able to communicate effectively with pupils, parents and school staff	✓		Application form; at interview and reference
Up to date knowledge of Safeguarding procedures		✓	Application form; at interview and reference
Knowledge of the EYFS curriculum and ability to support learning across the Early Years Foundation Stage with the commitment to raising levels of achievement		✓	Application form; at interview and reference
Recognise that each child has specific needs that need to be proactively nurtured and developed through careful and sensitive support and intervention		✓	Application form; at interview and reference
Experience of working Microsoft Office and or MIS Software	✓		Application form; at interview and reference
Experience of devising and implementing interventions plans for individual and groups of pupils, making accurate observations, communicating these with feedback to the teacher		✓	Application form; at interview and reference
Ability to identify potential barriers to learning and jointly engage in strategies to overcome these barriers		✓	Application form and at interview
Ability to analyse data and information in order to Identify next steps in learning for individual pupils		✓	Application form and at interview
Well organised, enthusiastic and able to work with guidance and under supervision but also on own initiative when appropriate, demonstrating initiative in order to respond to a range of challenges	✓		Application form; at interview and reference
<b>Personal and Professional Skills and Attributes:</b>			
Ability to constructively resolve conflict	✓		Application form and at interview
Ability to engage constructively with, and relate to, a wide range of young people with different social and cultural backgrounds	✓		Application form and at interview
Conscientious employee, demonstrating honesty & reliability	✓		Application form; at interview and reference
Tactful and diplomatic when dealing with people and situations that require an understanding of the individual needs	✓		Application form; at interview and reference
An understanding of and a commitment to equal opportunities issues both within the workplace and the community in general	✓		Application form and at interview
A good understanding of the need for strict confidentiality and integrity in carrying of duties	✓		Application form; at interview and reference
Ability to work in a team	✓		Interview
Ability to contribute to other aspects of school life		✓	Application form and at interview
Ability to work flexibly, and to attend meetings as required	✓		Application form and at interview