

RIVER BEACH PRIMARY SCHOOL

York Road, Littlehampton, West Sussex BN17 6EW

Email: office@riverbeach.w-sussex.sch.uk
 Website: 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 |
|--|-----------|-----------|--|
| Qualifications: | | | |
| 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 |
| Relevant Knowledge & Experience: | | | |
| 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 |
| Personal and Professional Skills and Attributes: | | | |
| 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 |