

Person Specification

Job Title Nursery and Childcare Leader

School Stottesdon CofE Primary

Attributes	Essential (✓)	Desirable (✓)	Method used to gather information (A – Application form I – Interview T – Test P – Presentation)
Qualifications Minimum NVQ Level 3 relevant childcare qualification or equivalent; Early Years Professional Status. First Aid qualification	✓	✓ ✓	A
Work or relevant experience At least 3 years relevant experience working in an EYFS setting Experience of Nursery management or Teaching EYFS Ability to plan and organise effectively Ability to lead learning of groups Ability to supervise EYFS rooms	✓ ✓ ✓ ✓		A I
Knowledge and understanding An in-depth and detailed knowledge of the EYFS and Ofsted requirements An understanding of play principles and childcare for 2 – 11 year olds Commitment to equal opportunities and an understanding of religious and cultural diversity.	✓ ✓ ✓		A I
Skills and Abilities (relevant to post) Good communication skills and ability to relate well to children, staff and parents	✓		A I

Evidence of leading and working well as part of a team	✓		
ICT and the willingness to update skills and undertake further training	✓		
Ability to plan, prepare and deliver learning activities to groups and nursery rooms	✓		
Management skills	✓		
Specialist skills, training or experience e.g. speech and language, Makaton etc		✓	
Ability to train, supervise and develop other staff	✓		
An ability to be flexible with hours (overtime may be available to support staff absences /annual leave		✓	
Personal Qualities			A I
Ability to bring to the role, initiative, enthusiasm and commitment	✓		
Flexibility and reliability	✓		
Willingness to develop skills with further training	✓		