



# ST. THOMAS' C.E. PRIMARY SCHOOL

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Headteacher Mr Ian Moss BA Cert Ed

Inspiring Faith, Love  
and Learning

## PERSON SPECIFICATION

<b>POST:</b>	<b>NURSERY LUNCHTIME ASSISTANT</b>
<b>PAY GRADE:</b>	<b>Grade 3 SCP 4</b>
<b>HOURS:</b>	<b>11.30am – 2pm Tuesdays to Fridays, term-time only</b>
<b>RESPONSIBLE TO:</b>	<b>EYFS Lead / Nursery Teacher</b>
<b>LINKS TO:</b>	<b>Leadership Team Governing Body</b>

Factors	Essential	Desirable
<b>Qualifications</b>	Willingness to undertake training in: <ul style="list-style-type: none"> <li>Prevent</li> <li>Child Safeguarding</li> <li>Child Protection</li> <li>SEND – if required</li> <li>Paediatric First Aid</li> </ul>	Relevant Level 2 qualification relating to child care provision  12 Hour paediatric Care First Aid Qualification  A good standard of Mathematics and English skills
<b>Experience</b>	Previous experience in working with children and/or young people,	Experience of working within a School / Nursery  Experience of working with pupils with complex physical and learning needs  Experience of delivering activities or play work with children

<b>Knowledge and Skills</b>	<p>Outline understanding of the procedures and processes in relation to Health and Safety Law.</p> <p>Able to work during the school term</p> <p>Ability to work within a team</p> <p>Problem solving skills and the ability to demonstrate initiative</p> <p>Ability to maintain safe working practices</p> <p>Ability to manage time/resources</p>	<p>Understanding of promoting positive relationships with the wider school community</p> <p>Outline knowledge of the relevant policies and procedures covering the service area</p> <p>Understanding of pre-school food and nutrition</p> <p>Knowledge of safeguarding and child protection legislation</p> <p>Knowledge of the importance of play in child development</p>
<b>Personal Qualities</b>	<p>Ability to effectively liaise with other school employees, school leadership team</p> <p>Well-organised and able to work to deadlines</p> <p>Able to prioritise and work on own initiative with little close supervision.</p>	