

Person Specification

Guidance to complete your application

In your application, please demonstrate how you meet the criteria below including all of the key competencies. The Shortlisting Panel will reach a decision on whether or not to shortlist you based on the information you provide.

School	The University of Cambridge Primary School
Post	Nursery Nurse
Grade	7-11

Selection Criteria	Assessment Method
Qualifications	
<ul style="list-style-type: none"> English and Maths GCSE or equivalent grade C or above. Good ICT skills Evidence of relevant Continuous Professional Development (understanding of the Revised Early Years Framework 2021) Level 3 Award Nursery Nurse 	Application form Certificates
Experience	
<ul style="list-style-type: none"> Full working knowledge of relevant policies/codes of practice including Safeguarding and Child protection Experience working with children of Early Years Foundation Stage and children with Special Educational Needs and Disabilities (SEND) Understanding of child development and the EYFS Statutory Frameworks Further professional learning and evidence of attendance on courses (e.g. First aid, Makaton etc.) Experience of working children and their families Proven ability to work as part of a team and with children with specific needs Working positively with parents, governors and the wider school community Understanding of the role of a key person working in a Nursery setting Willingness to develop their own specialism within the Nursery setting (for example: story telling, music or outdoor learning) Enjoy developing and caring for resources within the Nursery 	Application form Interview Task

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We take our Prevent Duty seriously and promote British Values at all times. Equality for all children, staff and volunteers is embedded in our ethos, thus meaning discrimination of disability, race, religious beliefs, gender, sexual orientation, sexual identity and gender identity is not tolerated. Appointment to this post will be subject to an enhanced Disclosure and Barring Service check and satisfactory references.

<p>Key Competencies: Please demonstrate how you meet the criteria below in section 8b of the application form (please use continuation sheets as necessary).</p>	<p>Application Form Interview</p>
<p>Organisation and Communication: <i>Communicates clearly with others in a confident and professional manner. Plans and organises own workload on a day-to-day basis to meet deadlines.</i></p> <ul style="list-style-type: none"> • Treat others as they wish to be treated; is open minded and considers the perspective and views of others. • Professionally communicates verbally and in writing, in an open, honest and personable style. • Speaks up in team meetings in a purposeful, confident and humble manner. • Takes personal responsibility for own actions. • Acknowledges when mistakes have been made and comes with solutions to resolve. • Effectively plans to complete tasks within deadlines using tools and techniques, e.g. calendars, to-do-lists, reminders. • Is on time for meetings, works to clear agendas and responds to minutes and action points. • Manages own workload without the need for excessive supervision. <p>Innovation: <i>Responsive to new ideas and change. Proactively seeks ways to bring improvements to own role.</i></p> <ul style="list-style-type: none"> • Sees change as an opportunity • Applies what has been learnt personally to new situations and work • Reacts positively to change in direction and scope • Shows the courage to challenge self in trying something new • Finds new solutions to streamline effective working practice 	<p>Application form Interview</p>

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We take our Prevent Duty seriously and promote British Values at all times. Equality for all children, staff and volunteers is embedded in our ethos, thus meaning discrimination of disability, race, religious beliefs, gender, sexual orientation, sexual identity and gender identity is not tolerated. Appointment to this post will be subject to an enhanced Disclosure and Barring Service check and satisfactory references.

Professional Expertise: *Develops a basic knowledge of technical and professional standards to carry out specific tasks within own role.*

- Adheres to Code of Conduct and proactively supports the safeguarding culture of the school; is a credible professional in the way they dress and conduct themselves with all stakeholders
- Engage in professional dialogue and identifies own development needs to improve outcomes for children as related to specific roles.
- Demonstrates a good general knowledge of technical and professional standards
- Follows correct procedures in relation to their role
- Identifies when more specialist support is required on more complex issues
- Knows who to go to and proactively seeks out help with specific educational or professional standards issues.
- Responds to challenge from senior colleagues in open and engaged ways.
- Has a sound ICT understanding and has worked with children who have used assistive technologies
- Understands the need for robust record keeping and targeted planning

Inclusive Relationships: *Communicates respectfully with all people encountered.*

- Shows interest and investment in building and establishing relationships
- Gains confidence in engaging with parents
- Treats all people with a high positive regard
- Uses inclusive and neutral language to include all
- Reserve judgement and acts according to the inclusive school vision
- Demonstrates the five values of the school: empathy, respect, trust, courage and gratitude through modelling and explicitly (e.g. thanking a colleague)
- Shows children that they are liked for who they are and cared for
- Shows utter kindness for all children

Developing Self and Others: *Seeks feedback for opportunities for personal development. Actively seeks to share knowledge and experience with others.*

- Learns from experience to improve future performance.
- Works hard to understand processes and finds answers with minimal supervision.
- Gives and seeks regular, open and honest feedback to enable growth and improvement on all levels.
- Ask questions in order to enhance understanding to obtain new knowledge and skills.
- Develops awareness of own strengths and performance needs and takes steps to address these.

Leadership: *Takes personal responsibility for contributing to the team, helping it to achieve its objectives.*

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We take our Prevent Duty seriously and promote British Values at all times. Equality for all children, staff and volunteers is embedded in our ethos, thus meaning discrimination of disability, race, religious beliefs, gender, sexual orientation, sexual identity and gender identity is not tolerated. Appointment to this post will be subject to an enhanced Disclosure and Barring Service check and satisfactory references.

- | | |
|---|--|
| <ul style="list-style-type: none">• Presents a positive can-do attitude• Be confident leading small group learning throughout the day- for example will be happy reading a story to a large group of Nursery children• Understands personal responsibility within role and actively works within a team to realise the best result for all• Enjoy leading song or music sessions• Shares new ideas, knowledge and experience with the team• Is willing to take risks• Is approachable and willing to discuss and resolve issues amongst peers• Is committed to working to the best of ability• Lives out the school values without compromise, committing to doing what is right• Is imaginative and responds creatively and with curiosity to challenges and problems• Presents in a highly professional way through dress code, social media profile and through discussions about learning and school. | |
|---|--|

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We take our Prevent Duty seriously and promote British Values at all times. Equality for all children, staff and volunteers is embedded in our ethos, thus meaning discrimination of disability, race, religious beliefs, gender, sexual orientation, sexual identity and gender identity is not tolerated. Appointment to this post will be subject to an enhanced Disclosure and Barring Service check and satisfactory references.