



# Foreland Fields School

## Nursery Manager – Person Specification

**Bold = Essential**

Education and Training
<ul style="list-style-type: none"> <li>• <b>Qualified Teacher Status.</b></li> <li>• <b>Satisfactory Completion of Teacher Induction Period (NQT or ECT)</b></li> <li>• <b>Good level of Literacy and Numeracy (GCSE Grade C or above or equivalent).</b></li> <li>• Additional qualification/ training / previous experience in special education.</li> <li>• Recent training in First Aid, SEN and other subjects as appropriate.</li> </ul>
Relevant Experience
<ul style="list-style-type: none"> <li>• <b>Recent experience of teaching pupils with a range of special educational needs.</b></li> <li>• <b>Experience of involvement in the statutory assessment process for EHCP, e.g. observations, paperwork.</b></li> <li>• <b>Substantial post qualified experience of working as a teacher with children aged 3-4.</b></li> <li>• <b>Ability to plan and provide a variety of stimulating activities and learning experiences suitable to the age and development of the children.</b></li> <li>• Previous experience of teaching pupils within a specialist provision.</li> <li>• Prior experience of managing a setting, ideally in a similar environment.</li> <li>• Experience of devising activities for the needs of children indoors and outdoors incorporating continuous provision.</li> <li>• Experience of delivering a high standard of care to children with a range of difficulties.</li> </ul>
Personal Attributes and Skills
<ul style="list-style-type: none"> <li>• <b>Ability to effectively manage, motivate and act as a positive role model, leading by example.</b></li> <li>• <b>Ability to communicate effectively both verbally and in writing.</b></li> <li>• <b>Ability to lead a nursery team and develop positive relationships with colleagues, parents and children.</b></li> <li>• <b>Positive, enthusiastic and hardworking.</b></li> <li>• <b>Excellent communication with external and internal staff and all members of the public including agencies, parents, Ofsted.</b></li> <li>• <b>Displays commitment to the protection and safeguarding of children.</b></li> <li>• Ability to write clear and accurate reports and observations to support the statutory assessment process.</li> <li>• Proactive and innovative approach to challenges and ideas, plus strong problem solving capabilities</li> <li>• Good understanding of Equal Opportunities legislation</li> </ul>
Knowledge
<ul style="list-style-type: none"> <li>• <b>Good working knowledge of current legislation and monitoring requirements under the EYFS.</b></li> <li>• <b>A good understanding of the importance of continuing professional development.</b></li> <li>• A good understanding of current and innovative practice within Special Education nationally.</li> <li>• Understanding of inclusion (special needs, equal opportunities, diversity).</li> <li>• A good understanding of safeguarding legislation, especially in regards to the early years</li> <li>• Knowledge of key health and safety considerations of the role</li> </ul>

