

Pre-school Assistant – Person Spec

Essential Criteria:	Desirable Criteria:
<p>Skills, aptitude, knowledge and experience</p> <ul style="list-style-type: none"> • At least a year’s experience working in Early Years setting • Relevant early years qualification • Ability to relate well to children and adults including other professionals/carers/parents • Ability to plan effective learning and care programmes either under appropriate supervision and guidance or in collaboration • Ability to work independently using own initiative. • Ability to demonstrate and promote good practice in line with the ethos of the school both indoors and outdoors. • Ability to manage multiple tasks, whilst ensuring children, colleagues, parents and carers are respected and listened to. • Fluent English speaker • Good written, verbal and non verbal communication • Ability to interact with children and support their involvement in physical activities and outdoor play • Consistent approach with children and parents 	<p>Skills, aptitude, knowledge and experience</p> <ul style="list-style-type: none"> • Experience of working in Early Years in a school environment • Experience of working as part of a team • Ability to reflect on learning and care needs and use this knowledge to impact on children’s outcomes e.g. in planning, procurement of resources, Individual Education Plans (IEPs), communication with parents • Experience of working with other agencies and professionals • Knowledge and understanding of the type of external support that is available to support children’s development and how to access these services. • Experience of having kept written records of children’s achievements including observations.
<p>Personal qualities</p> <ul style="list-style-type: none"> • Proactive and positive team player • Enthusiasm for learning and working with children • Caring, friendly, approachable, open, inclusive, • Reflective approach and commitment to personal development • Able to provide consistently high levels of welcoming, and personable • Able to maintain confidentiality at all times • 	<p>Personal qualities</p> <ul style="list-style-type: none"> • Reflective approach and commitment to personal development • Able to provide consistently high levels of quality care and education opportunities to all children, in pressured and sometimes challenging environments

<p>Qualifications</p> <ul style="list-style-type: none">• Willingness to participate in other development and training opportunities• Relevant Level 2, 3 or above early years qualification http://www.education.gov.uk/eypqd/criteria.shtml	<p>Qualifications</p> <ul style="list-style-type: none">• Completion of Safeguarding Awareness course• Full working knowledge of relevant policies/codes of practice and awareness of relevant legislation• Requirement to participate in training/development as and when identified by line manager as essential for performance of the post.• Health & Safety certificate• First Aid certificate
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