



### Person Specification: Pre-School Assistant

	ESSENTIAL	DESIRABLE
<b>QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>• Level 3 Early Years NVQ</li> <li>• Paediatric First Aid</li> </ul>	<ul style="list-style-type: none"> <li>• Good standard of general education.</li> <li>•</li> </ul>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Previous work with children</li> <li>• Knowledge of safeguarding</li> <li>• Ability to produce effective long term, medium term and sessional plans for EYFS</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working in a School setting</li> <li>• An understanding of how to phonics, early writing and early maths are taught</li> </ul>
<b>INTER-PERSONAL SKILLS AND QUALITIES</b>	<ul style="list-style-type: none"> <li>• Good communication skills</li> <li>• Enjoy working with children and be able to control and supervise them appropriately</li> <li>• To work independently with initiative and as part of a team</li> <li>• Be willing to undertake relevant continued professional development</li> </ul>	<ul style="list-style-type: none"> <li>• Willingness to proactively promote the Pre-School in our local area</li> </ul>
<b>PERSONAL ATTRIBUTES</b>	<ul style="list-style-type: none"> <li>• Energetic</li> <li>• Enthusiastic</li> <li>• Dedicated</li> <li>• Calm</li> <li>• Punctual</li> <li>• Sense of humour</li> <li>• Ability to listen</li> <li>• Able take instructions</li> </ul>	

Reviewed: November 2019