



Person Specification

SCHOOL Barming Primary School

JOB TITLE Pre-School Assistant

GRADE KR3

Knowledge

- 1.1 A good standard of education particularly in English and Mathematics.
- 1.2 Knowledge of the legal and organisational requirements for maintaining the health, safety and security of yourself and others in the learning environment.
- 1.3 Knowledge of SEN Code of Practice.
- 1.4 Knowledge of strategies to recognise and reward efforts and achievements towards self-reliance that are appropriate to the age and development stage of the children.

Experience

- 2.1 Experience of supporting children in a Pre-School environment, including those with special educational needs.
- 2.2 NVQ level 3 in childcare or equivalent.

Skills & Abilities

- 3.1 Ability to consistently and effectively implement agreed behaviour management strategies.
- 3.2 Ability to use language and other communication skills that children can understand and relate to.
- 3.3 Ability to establish positive relationships with children and empathise with their needs.
- 3.4 Ability to demonstrate active listening skills.
- 3.5 Ability to provide levels of individual attention, reassurance and help with learning tasks as appropriate to children's' needs.
- 3.6 Ability to monitor the children's' response to the learning activities and, where appropriate, modify or adapt the activities as agreed with the Pre-School Manager to achieve the intended learning outcomes.
- 3.7 Ability to carry out and report on systematic observations of children's' knowledge, understanding and skills.
- 3.8 Ability to offer constructive feedback to children to reinforce self-esteem.
- 3.9 Ability to work effectively and supportively as a member of the Pre-School team.
- 3.10 Ability to work within and apply all policies e.g. behaviour management, child protection, Health & Safety, Equal Opportunities etc.

Personal Qualities

- 4.1 Willingness to participate in further training and developmental opportunities offered by the Pre-School and county, to further knowledge.
- 4.2 Willingness to maintain confidentiality on all Pre-School matters.