



Hilmarton Preschool Preschool Assistant maternity cover

Details about setting:

Hilmarton Preschool, community room, Poynder Place, Hilmarton, SN11 8SQ.

Objective

To provide a high quality play experience within the preschool, contributing to a smooth day to day running of the setting and offering support and care to the children and their families.

Duties to Include

As a preschool assistant you will be expected to provide safe, high quality education and care for families within the local community for children aged 2-5 years. You are required to fulfil legal and statutory requirements and contribute to ensuring the settings policies are implemented and met. Be responsible to provide a safe and secure environment for the children at all times, and ensure the security of the children and premises are upheld. Uphold the settings confidentiality policy by ensuring that information concerning children is kept confidential at all times. Work in partnership with parents and carers recognising that parents are their children's first educators and encourage parental involvement in the setting. Work responsible and in line with the preschools safeguarding and child protection policies and procedures. Be responsible in keeping individual learning journey for each child in your key group. Encourage positive behaviour by presenting yourself as a good role model. Participate in professional development and training, be flexible with working practices of the preschool and apply yourself for a reasonable amount of time to promote the preschool through fundraising activities. Support the managers by undertaking other duties delegated as required. Complete summative assessment for key children 3 times per year as per the settings policies. To undertake training to ensure compliance as a practitioner and to keep CPD updated.

Hours: 18 hours a week, term time only.

Qualifications & Experience:

Level 3 and previous experience within Early Years desirable.

Successful applicants will be required to provide an enhanced disclosure (DBS)

Salary:

Salary to be confirmed.

Please apply in writing to: Steph Bright

Hilmarton Community room, Poynder Place, Hilmarton NR Calne SN11 8SQ.

Closing date: 1st May 2019

Interviews: 9th May 2019

Telephone: 07770485567

Email: hilmartonkidszone@hotmail.co.uk

Website – hilmartonpreschool.co.uk