**Pre School Deputy Manager**

**PERSON SPECIFICATION**

**Reports to: Head Teacher & Pre-School Manager**

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|  | **Essential** | **Desirable** |
| **Education & Qualifications** | * To hold a relevant Level 3 qualification as recognised by the DfE * To have experience of working in a childcare setting for a minimum of two years | * Other educational professional qualifications. |
| **Experience** | * To have a clear understanding of how children learn and to use this knowledge to plan exciting and stimulating activities which enable children to make good progress and achieve well. * To demonstrate experience and skills in meeting the needs of all children in the setting, including those who may have special educational needs, speak English as an additional language or who are more able. * To understand the need for effective assessment and record keeping, and how it can be used to ensure childrens’ progress. * To have a sound knowledge and understanding of the Early Years Foundation Stage * To be able to use a range of effective behaviour management strategies. * Experience of implementing safeguarding procedures to secure positive outcomes for children. To recognise signs of child abuse. | * To have experience of planning for children in a Pre-School setting, planning as part of a small team and setting next steps. * To have worked as a SENCO * To have attended Safeguarding training |
| **Professional Skills, Ethos & Commitment** | * Excellent teaching experience rooted in an expectation of high standards. * An ability to build positive relationships with children and families reflecting mutual respect. * Evidence of having high expectations in relation to children’s behaviour and adopting strategies to meet the personalised learning and emotional needs of all children * To be competent in the use of IT as an aid to both teaching and learning. * To demonstrate the ethos of the school and to act in a professional way to support the aims and ethos of the school at all times. |  |
| **Personal Attributes** | * To be well-organised and to display high expectations of teaching, learning and behaviour. * Approachable with excellent interpersonal skills to develop positive relationships within and beyond the school. * To be able to demonstrate a commitment to your own continuing professional development. * To have the ability to work as part of a team, small or large, with all members of the school community. * Ability to maintain a positive outlook and adopt a ‘can-do’ attitude even when faced with difficulties. * To be able to take the initiative in a range of situations, including the ability to take on a lead role, and to be flexible and adaptable. |  |