

Nant-y Cwm Steiner School Morning Kindergarten Assistant

Hours: 8.30am -1pm Monday – Thursday, plus 1.5 hour Early Childhood Team (ECT) team and 1hr mentoring/teacher meeting per week.

Hourly pay @ £9.99 an hour

Start date: 6th September 2021

This post will be reviewed on a yearly basis and will be subject to an initial probationary period.

Main Aim of the post:

To support the Kindergarten (K.G) teacher in his/her work, care for the children, help to create a warm supportive atmosphere, and contribute to the upkeep of the K.G. accommodation.

Responsibilities:

- To support the K.G. teacher in his or her work and to help maintain the K.G. environment.
- To maintain the daily rhythm of the K.G. To be aware of and attend to the needs of the children.
- To help with the daily preparation of room, materials, activities and food.
- To work with the children on craft and domestic activities.
- To support listening skills during story time.
- To be actively engaged with the content of Ring time - learning the songs and the actions.
- To look after children during outside play and when out on walks.
- To take care of children needing 1st Aid.
- To liaise with parents and carers where necessary, as advised by the K.G. teacher and keeping information confidential.
- To attend weekly Early Childhood Team meetings
- To attend festivals where possible, (sometimes the K.G. joins the main school and a festival takes place outside usual K.G. hours).
- To work within the principles of Steiner Waldorf Early Years Education.
- To uphold K.G. policies and procedures which are informed by Steiner Waldorf guidelines and standards, and Estyn Early years Requirements.
- To carry out other duties as the ECT and management may reasonably require.

- To undertake an enhanced DBS check.

Other:

- All staff at Nant-y-Cwm School have a duty to safeguard pupils from physical, sexual, emotional abuse and neglect. This includes reporting any concerns to the CPO. All staff must be familiar with the Safeguarding and Whistle Blowing policy. Staff must take care of the children under their supervision by taking all reasonable steps to ensure their health, safety and welfare, including ensuring first aid is administered when required. Staff must be aware of any Health Care Plan in place for any child under their supervision. All staff have responsibility for their actions within the school grounds and in ensuring the health, safety and welfare of all children and staff. Risks should be assessed by the person conducting the activity and managed accordingly.

Please refer to the Staff Handbook for more information.

Person Specification

Experience and qualifications	Essential	Desirable
Experience with children on a paid, voluntary, family or social basis.	X	
Level 3 qualification in childcare or working towards this.		X
To hold a First Aid certificate		X
To hold a Food Hygiene certificate		X
To hold a safeguarding certificate		X
To hold a Positive Handling certificate		X
Willingness to participate in Continuing Professional Development (C.P.D)	X	

Skills, Knowledge and Abilities	Essential	Desirable
A knowledge of or willingness to learn about Steiner Waldorf Early Childhood education and to continue in the development of this knowledge and understanding.	X	
Relevant training in S.W. Early Childhood Education.		X
An awareness of Anthroposophy.	X	
To have skills in storytelling, puppetry, finger rhymes, songs and poems		X
Good organisational skills to facilitate the range of responsibilities described above.	X	
Clear communication skills to aid work within a team.	X	
Confidence with basic food preparation and a growing understanding of the principles of nutrition in a Steiner Waldorf setting. Working knowledge of basic hygiene in kitchen and bathroom areas.	X	

Interest in developing simple craft, artistic and gardening/outdoor activities.	X	
To be flexible	X	

Personal Attributes	Essential	Desirable
To be a role model worthy of imitation by the children in the group, as imitation is a fundamental process in developing behaviour and activity during the first seven years of life.	X	
Patience - e.g. allowing the children's participation in activity to unfold in its natural time.	X	
Tolerance and perseverance e.g awareness of the need for repetition in development of skills.	X	
Empathy - to strive to understand the position of the other.	X	
Positivity - to seek a positive view of situations	X	
Reverence for the surroundings and each individual within it.	X	
To enjoy stories and singing.	X	
To be physically able and have stamina to negotiate varied outdoor terrain	X	

Accountability

The KG teacher is a recruited member of the Early Childhood Team (ECT). The ECT is a nested hierarchy. As an ECT member the post holder is collectively accountable with the other team members to the School Management Team (S.M.T) for their work contributing to the KG team plan. The post holder's contract is with the School Governance Team (S.G.T) who has legal responsibility as the employer.