



Pre-school assistants to the Swedish School in London

"An Outstanding School" – Ofsted 2010, 2016 and 2019

The Swedish School in London is a non-selective and friendly private independent school located in South West London (Barnes and Richmond). We follow the Swedish curriculum throughout pre-school (age 3-5), compulsory school (age 6-16) and sixth form. The school offers a relaxed atmosphere, as well as a flat management structure.

Our pre-school in Barnes is an open, inviting and joyful place for up to 30 children to learn and develop. Through a mix of creative, playful and educational activities and independent play, we seek to lay the foundations for a life-long love of learning. All children and staff at pre-school spend a proportion of the day outside, both for play and educational purposes.

The position:

The successful applicants will have a passion for Early Years and childcare, as well as a positive "can-do attitude".

As a pre-school assistant, we expect you to:

- Work as part of our pre-school team to provide a safe and stimulating environment for children to learn and develop.
- Supervise children at all times and take shared responsibility for their safeguarding.
- To care for children, this includes to assist them with toilet visits, clothing, provide comfort, etc.
- To support our pre-school teachers in planning, implementing and documenting activities
- To assist in setting up and leading the learning environments indoors and outdoors.
- To build good partnerships with parents
- Take responsibility for opening and closing pre-school

The successful candidates will also be required to familiarise themselves with the Swedish curriculum for pre-school.

The Swedish School Society in London
82 Lonsdale Road, London, SW13 9JS
Phone: +44 (0)20 8741 1751. Email: office@swedishschool.org.uk
Registered charity number 307379. Company registration number 959675.



Details about the positions:

- **Position 1:** full-time
- **Position 2:** part-time (50-60 %)
- Fixed-term during the school year 2020/2021 (17th August 2020 to 15th June 2021).
- Individual salary
- Paid school holidays
- Follow the term times of the Swedish school year
- Available to work between 08:00 and 16:30, Monday to Friday.

The successful candidate will meet the following criteria:

The successful candidate will meet the following requirements:

Requirements:

- Right to work in the UK
- Diploma from Sixth form or equivalent
- A flexible team player who is capable of and enjoys working closely with colleagues

Desirable:

- Fluent in Swedish (spoken and written)
- Diploma from the Child recreation programme in Sweden ("BF") or Early Years/childcare qualifications
- Some experience of working in a pre-school or with children
- ICT literate
- You are a "team player", flexible and reactive with good communication skills

Your application

Your application should consist of the following:

- Resume
- A cover letter where you motivate why you are interested in the position and how you can contribute to pre-school during the school year 2020/2021.
- A video of 5-10 minutes where you describe what activity you would choose to do with a group of 10 children and why. How you would plan the activity and if there is anything you should be mindful when planning or implementing the activity.
- Evidence of relevant qualifications.
- Contact details of two references, one of whom must be a current or former manager.

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Applications should be sent to Head Teacher Jenny Abrahamsson by email jabrahamsson@swedishschool.org.uk, and please use "Pre-school assistant" as the subject in your email.

The closing date for the positions is Friday 10th July. Please note that interviews will take place on a rolling basis, as applications are received and that the jobs might be appointed before the closing date.

Questions about the position

Please contact Head Teacher Jenny Abrahamsson if you have any questions about the position, application process or the school as such on email jabrahamsson@swedishschool.org.uk or mobile +44 (0)7825 331005.

You can also visit the school website for more information:
www.swedishschool.org.uk

Richmond Local Safeguarding Children Board

The Swedish School in London is committed to Safeguarding and Promoting the Welfare of children and young people and expects all staff and volunteers to share this, commitment. The successful applicant will be subject to Enhanced DBS, Barred List and Prohibition checks.

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