

ABSTRACT

The diploma thesis deals with the director's function in pre-primary education. The aim of the diplom thesis is to analyze and evaluate processes and management in the concept of preschool education, emphasizing the role of the headmaster of the kindergarten as the governing body responsible for the quality of educational processes. The preschool headmaster works closely with other pedagogical staff and deputy directors whose functions are also mentioned, here. The pedagogical staff are indispensable in the educational process of the school. The concept of pre-primary education is characterized in the theoretical part by its legislation. It focuses on the work activities of pedagogical staff - teachers, deputy director and director. It introduces the functions of the kindergarten, represents individual activities in kindergarten mode and mentions the obligatory documentation, which is necessary for the functioning of preschool organization. It explains the management within the studied field and describes the individual management processes and functions. The practical part is based primarily on the questionnaire survey and secondly on the conducted interviews with the directors of the public kindergartens in Prague 4. The results of the questionnaires analyze the defined areas within the framework of the pre-school concept. The individual sections are primarily identification issues, then economic and material sections, personnel, legislative, education and management sections. The main section is the section of management, on which the main issues of this diploma thesis are based. Controlled interviews are a complement to a survey based on questionnaires.

KEYWORDS

Management of education, preprimary education, legislation, management, headmaster of preprimary school.