

SECTION 2

General Welfare Requirement: Suitable People

Providers must ensure that adults looking after children, or having unsupervised access to them, are suitable to do so.

EMPLOYMENT AND STAFFING

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(INCLUDING VETTING, CONTINGENCY PLANS,
TRAINING AND DEVELOPMENT)

POLICY STATEMENT

We provide a staffing ratio in line with the Welfare requirements of the Early Years Foundation Stage to ensure that children have sufficient individual attention and to guarantee care and education of a high quality. Our staff are appropriately qualified and we carry out checks for criminal and other records through the Disclosing and Barring services (DBS) in accordance with statutory requirements.

EYFS key themes and commitments



Training and staff development

- Lynn Russell-Hubbard Owner/ Manager holds a Degree in Early Childhood studies and is the settings Early Years Professional.
- Linda Jessop Owner/ Manager holds the CACHE Level 3 Diploma in Pre-school Practice.
- All preschool assistants hold CACHE Level 3 Diploma in Pre-school Practice or CACHE Level 2 Certificate in Pre-school Practice or an equivalent qualification or training towards.
- We provide regular in-service training to all staff.
- Our setting budget allocates resources to training.
- We provide staff induction training in the first week of employment. This induction includes our Health and Safety Policy and Safeguarding Children and Child Protection Policy. Other policies and procedures will be introduced within an induction plan.
- We support the work of our staff by holding regular supervision meetings and appraisals.
- We are committed to recruiting, appointing and employing staff in accordance with all relevant legislation and best practice.

Managing staff absences and contingency plans for emergencies

- The Manager organises staff annual leave so that ratios are not compromised.
- Where staff are unwell and take sick leave in accordance with their contract of employment, we organise cover to ensure ratios are maintained.
- Sick leave is monitored and action is taken where necessary in accordance with the contract of employment.

Changes to staff

- We inform Ofsted of any changes in the person responsible for our setting.

Policy updated January 2017