

Staffing and Employment Policy



Parkway Pre-School

Aims:

To ensure that children and their parents are offered high-quality pre-school care and education, in line with the Safeguarding and Welfare Requirements of the EYFS

In our pre-school:

- Adult: Child ratio – **1 adult to 4 children under 3 & 1 adult to 8 children over 3.**
- Each child is assigned a key person as our first aim is for the child to form a secure attachment with a trusted adult/key person. The keyperson develops a relationship with the family in the best interests of the child.
- Regular staff meetings provide opportunities for staff to undertake curriculum planning and to discuss the children's progress and any difficulties.
- We work towards an equal opportunities employment policy, seeking to offer job opportunities equally to both woman and men, with and without disabilities from all religious, social, ethnic and cultural groups.
- Our staff holds relevant qualifications as required by EYFS 2017.
- Regular in-service training is available to all staff, both paid and volunteer members, through Herts for Learning and Early Year Alliance courses.
- Our pre-school's budget includes an allocation towards training costs.
- We support the work of our staff by means of regular professional discussions.
- Staff should avoid social media invites by parents and unless previously known, avoid friendships outside the preschool while the child attends the preschool.
- We are committed to recruiting, appointing and employing staff in accordance with all relevant legislation. We carry out checks for criminal and other records through the Criminal Records Bureau in accordance with statutory requirements.

Review September 2027

