



Staff Qualification, Training, Support and Skills

January 2018

Reviewed date January 2020

The nursery highly values its staff. It is in the interests of the nursery, the children, families, and the individual, that each staff member is given the opportunity to develop their skills to their maximum and to broaden their knowledge and skills in caring for children.

Personal and professional development is essential to maintaining the quality and delivery of high quality care and education for young children in early years. It underpins all aspects of curriculum delivery and positive interactions

- We provide an induction for all staff in order to fully brief them about the setting, the families we serve, our policies, curriculum and daily practice.
- We have a written induction plan for all new staff, which includes the following:
 - Familiarisation with the building.
 - Information regarding emergency evacuation procedures.
 - Information about safeguarding, child protection, our equality policy and health and safety issues.
 - Ensuring our policies have been read and are carried out.
 - Introduction to parents, especially parents of allocated key children where appropriate.
 - Familiarising them with confidential information where applicable in relation to any key children.
 - Details of tasks and daily routines to be completed.
- Staff have the opportunity
 - To discuss any issues concerning children's development and well-being.
 - Identify solutions to address issues as they arise.
 - Receive coaching to improve their personal effectiveness.
- Staff appraisals carried out identifies the training needs of staff. A programme of continuing professional development is applied so these needs are met.
- Staff will be informed of training opportunities and will be expected to undergo any training necessary to develop their skills and gain qualifications appropriate to the welfare of children within their care.
- Support is given to any member of staff who wishes to improve their qualification levels.
- At least one person who has a current paediatric first aid certificate must be on the premises at all times when children are present and must accompany children on outings.
- Our aim is for all staff to hold a current paediatric first aid certificate.
- All staff have sufficient understanding and use of English to ensure the wellbeing of children in our care, to keep records, to liaise with other agencies, to summon emergency help and understand instruction for medicines or food hygiene.