



Early Years Educator Employment Policy

This policy will be reviewed on an annual basis

Statement of intent

We provide an Early Years Educator to child ratio in line with the Early Years Foundation Stage welfare requirements ensuring that children have sufficient individual attention and to guarantee care and education of a high quality. Our Early Years Educators are appropriately qualified and we undertake the Disclosure and Barring Service (DBS) scheme checks in accordance with welfare requirements.

Aims

To employ Early Years Educators who are suitable, passionate and dedicated to their profession, as well as qualified to deliver quality consistent child care and education.

Methods

To meet this aim we use the following ratios of adult to child:

- Children aged under two years of age: a minimum of 1 adult : 3 children;
- Children aged two - three years of age: a minimum of 1 adult : 5 children;
- Children aged three - five years of age: a minimum of 1 adult : 8 children.
- A minimum of two Early Years Educators are on duty at any one time.
- We use a key person system to ensure that each child has a named early years educator with whom to form an attachment and a relationship and who plans with parents for the child's well-being and development in the setting. The key person will give update on their child's progress at parents evenings.
- We hold regular Best Practice Meetings focusing on Safeguarding, Special Education Needs & Disability (SEND), Behaviour, Training, and Health and Safety and any matters arising.
- We work towards offering equality of opportunity by using non-discriminatory procedures for early years educators recruitment and selection.
- All Early Years Educators have job descriptions which set out their roles and responsibilities.
- We welcome applications from all sections of the diverse community. Applicants will be considered on the basis of their suitability for the post, regardless of marital or civil partnership status, race (including colour, nationality ethnic or national origin), age, sex, gender reassignment, disability, being pregnant or on maternity leave, religion or belief, or sexual orientation.
- Our manager and deputy hold the CACHE level 3 Diploma in Pre-school Practice or an equivalent qualification and 50% of all other Early Years Educators are qualified to a minimum of level 2.
- We provide regular in-service training to all Early Years Educators through external agencies.
- Our setting budget allocates resources to training.

- We provide an Early Years Educators induction training on the first day of employment. This induction includes our Health and Safety Policy and Safeguarding of Children. Other policies and procedures will be introduced within an induction plan.
- We support Early Years Educators by holding regular supervisory meetings and annual early years educator appraisals.
- We are committed to recruiting, appointing and employing Early Years Educators in accordance with all relevant legislation and best practice.
- We use Ofsted guidance on obtaining references and DBS scheme checks for all staff and volunteers who will have access to children.

This policy was adopted at a meeting of Pippins Pre-school
and nursery

Held on Thursday 19th October 2023

Signed on behalf of the Management Trustee

Directors

Role of signatory (e.g. chairperson etc.)



Chairperson

Commenced 2008 - Reviewed 21.11.2023