



Staffing and employment policy

Statement of intent

We provide a playworker 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 playworkers are appropriately qualified and we undertake the Disclosure Barring Scheme (DBS) in accordance with welfare requirements.

Aims

To employ playworkers who are suitable, passionate and dedicated to their profession. Also who are qualified to deliver quality consistent child care and education.

Methods

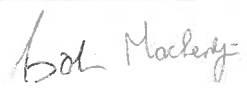
- To meet this aim we use the following ratios of adult to child:
 - children aged two years of age: a minimum of 1 adult : 4 children; and
 - children aged three - six years of age: a minimum of 1 adult : 8 children.
- A minimum of two playworkers are on duty at any one time.
- We use a key person system to ensure that each child has a named keyworker with whom to form an attachment and a relationship and plans with parents for the child's well-being and development at the club.
- We hold regular playworker meetings to undertake curriculum planning and to discuss children's progress, their achievements and any behaviour management issues.
- We work towards offering equality of opportunity by using non-discriminatory procedures for playworkers recruitment and selection.
- All playworkers 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 status, age, gender, culture, religious belief, ethnic origin or sexual orientation. Applicants will not be placed at a disadvantage by our imposing conditions or requirements that are not justifiable.
- Our manager holds a Playworker Level 3 qualification and a foundation degree Level 5. 50% of all other playworkers are qualified to a minimum of level 2.
- We provide regular in-service training to all playworkers -through external agencies.
- Our setting budget allocates resources to training.

- We provide a playworkers 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 playworkers by holding regular consultation meetings and annual playworker appraisals.
- We are committed to recruiting, appointing and employing playworkers in accordance with all relevant legislation and best practice.
- We use Ofsted guidance on obtaining references and criminal record checks through the Disclosure Baring Scheme for playworkers and volunteers who will have substantial access to children.

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

Held on Tuesday 16th October 2018

Signed on behalf of the Management Trustee Directors



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

Commenced 4.7.11, updated and amended 16.10.18