



8 Staff, assistants, volunteers and students’ policy

Alongside associated procedures in 8.1-8.4 Staff, volunteers and students, this policy was adopted by Acorn Pre-School & The Mighty Oaks on **[inset date]**.

Aim

Staff at Acorn Pre-School & The Mighty Oaks are deployed to meet the care and learning needs of children and ensure their safety and well-being. There are effective systems in place to ensure that adults looking after children are suitable to do so.

Objectives

- Recruitment checks meet the requirements of the EYFS
- All staff and volunteers who work more than occasionally with the children have enhanced DBS disclosure checks. If any caution or convictions appear or are disclosed, then the DfE statutory guidance is followed.
- All staff and volunteers working with children have appropriate training, skills, and knowledge.
- All staff; students and volunteers are deployed in accordance with the procedures.
- There is a complaints procedure and staff, and volunteers know how to complain and who they complain to.
- There is a whistleblowing procedure for all staff, students and volunteers to raise any concerns they may have.
- Ofsted are notified of staff changes or changes to the setting’s name or address.
- Parents/carers are involved with their children’s learning and their views are considered.

Legal references

DfE Statutory guidance – Disqualification under the Childcare Act 2006

Protection of Children Act 1999

Safeguarding Vulnerable Groups Act 2006

Childcare Act 2006

Further guidance

[Recruiting Early Years Staff](#) (Alliance Publication)

[People Management in the Early Years](#) (Alliance Publication)

This policy gained staff consent on

This policy was the subject of parent consultation between

This policy was adopted at a minuted full meeting of the Committee held on.

Confirmed on behalf of Acorn Pre-School & The Mighty Oaks Club

Signature

Name.....

Position

REVIEW DATE:

This policy will be read by the Manager yearly and will be reviewed yearly unless there are any immediate changes to telephone contacts or law.