

**Staff, volunteers and students policy**

# Aim

Staff 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

* All staff and volunteers who work more than occasionally with the children have enhanced DBS disclosure checks.
* 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.
* Ofsted are notified of management changes or changes to the setting’s name or address.
* Parents are involved with their children’s learning and their views are considered.

#### Legal references

# Protection of Children Act 1999

Safeguarding Vulnerable Groups Act 2006

Childcare Act 2006

**Further guidance**

Recruiting Early Years Staff (Pre-school Learning Alliance 2016)

People Management in the Early Years (Pre-school Learning Alliance

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| This policy was adopted by | Skylarks Community Preschool | *(name of provider)* |
| On | 1st August 2022 | *(date)* |
| Date to be reviewed | 1st August 2023 | *(date)* |
| Signed on behalf of the provider |  |
| Name of signatory | Kathleen Thomson |
| Role of signatory (e.g. chair, director or owner) | Manager/Trustee |

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| --- | --- | --- |
| Date Reviewed | Changes | Signature |
| 7th August 2024 | N/A |  |
| 14th August 2025 | N/A |  |