**08 Staff, volunteers and students policy**

# Alongside associated procedures in 08.1-08.3 Staff, volunteers and students, this policy was adopted by *Little Oak Pre-School (Witney) Limited* on *29th July 2021*.

# 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 staff 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

Black text on a white background

Description automatically generated

Rosalind Hambidge (Director) Date: 22nd October 2021

Policy review due: April 2022 Position:

Policy review due: Oct 2022 Position

Signed on behalf of Little Oak Pre-school (Witney)