

Staff Working with Their Own Children/Close Relation

Waltham Pre-school is an inclusive environment and we understand there may be occasions when a member of staff is working in the same environment as their own child/children or a close relation e.g. niece or nephew.

In these cases, we request the member of staff meet with the pre-school manager to discuss how best this will work alongside other staff, children and the impact (if any) themselves and/or their children.

We believe children learn best when they are healthy, safe and secure, have their individual needs met and have a positive relationship with the staff caring for them. It is our policy that all staff remain neutral and treat all children as individuals with the same regard.

When looking to accommodate staff members working alongside their own child or close relative in the pre-school, we will make a decision/agreement based on the following circumstances:

- The individual needs of the child, including if they have any special educational needs and/or disabilities.
- The staff deployment/ratios.
- Age/stage of development of the child.
- Staff members expertise and when they work.
- Days/times the child attends.
- Transition arrangements.

All decisions will be made on an individual basis.

Once a decision has been made, an agreed set of guidelines will be developed between the pre-school and the member of staff setting out the expectations of working with their child/close relation.

This includes that during their time at pre-school the child is in the care of the pre-school and it is the pre-school that retains responsibility for the child and their care.

Staff caring for another staff member's child will treat them as they would any other parent/child.

Where this agreement is not working or is impacting on the welfare of the child or other children in the room, the manager will meet with the member of staff to review the agreement.

Data will be processed to be in line with the requirements and protections set out in the UK General Data Protection Regulation.