



## **08 Staff, volunteers and students policy**

Alongside associated procedures in 08.1-08.3 Staff, volunteers and students, this policy was adopted by Sutton St James Pre-School on 31.01.2024.

### **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.
- 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 are involved with their children's learning and their views are considered.

### **Legal references**

Protection of Children Act 1999

Safeguarding Vulnerable Groups Act 2006

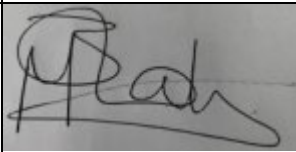
Childcare Act 2006

### **Further guidance**

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

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



This policy was adopted by:	Sutton St James Pre-School
On	31/01/2024
Date to be reviewed	31/01/2025
Signed on behalf of the provider	
Name of signatory	Mili-Anne Bhatia
Role of signatory	Managing Director