



St Johns Village Hall, Upper Street
Kingsdown, Kent CT14 8BJ
01304 379727
kingsdownpreschool@gmail.com

Kingsdown Pre-school Staffing and Employment Policy

A high adult-child ratio is essential in providing good quality pre-school care.

In our pre-school:

- We always ensure we have sufficient staff to comply with the ratio of staff to children contained in the Statutory requirements of the Early Years Foundation Stage document.
- Our key person system ensures each child and family has one particular staff member who takes a special interest in them.
- Regular staff meetings provide opportunities for staff to cascade information obtained on training and to plan for children based on observation and the early years stage framework.
- We work towards an equal opportunities employment policy, seeking to offer job opportunities equally to both women and men from all religious, social, ethnic and cultural groups.
- Staff training meets all regulatory requirements. During each session at least half of our staff will hold a Level III qualification or higher. It is desirable for all other staff to hold at least qualification to at least Level II but not mandatory
- Regular in-service training is available to all staff, both paid and volunteer members when available.
- Our pre-school budget includes an allocation towards training costs.
- We support the work of our staff and identify their ongoing training and development needs by means of regular monitoring/Supervision.

Chairperson: Amy Bridges

Secretary: Sarah Fish

Treasurer: Gemma Green

Kingsdown Pre-school is a registered charity- Number 285737



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- We are committed to recruiting, appointing and employing staff in accordance with all relevant legislation.

All staff will be subject to an DBS check and will not be allowed to be alone with any child at any time until a satisfactory check has been received.

This policy was adopted by pre-school on 29-06-2020

Signed on behalf of the pre-school
Amy Bridges- chairperson of Kingsdown Preschool

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