



Staffing and Employment

The Grove Nursery,
All Saints Church Hall,
Weybourne Way,
New Haw, Addlestone,
Surrey, KT15 3DH



Staffing and Employment

A high adult:child ratio is essential in providing good quality nursery care.

In our Nursery:

- We have at least one member of staff to eight children of age 3 and above; one member of staff to four children of age 2 and above.
- Our key person system ensures each child and family has one particular staff member as Key person who takes a special interest in them.
- Regular staff meetings provide opportunities for staff to discuss the children's progress and any difficulties.
- We work towards an equal opportunities employment policy, seeking to offer job opportunities equally to both women and men, with and without disabilities, from all religious, social, ethnic and cultural groups.
- Staff training meets all regulatory requirements. In addition we aim to ensure that at least 80% of our staff hold a qualification which enables them to work with young children. All staff are encouraged to gain a qualification appropriate to their position in the group.
- Regular in-service training is available to all staff, both paid and volunteer members.
- The Nursery will pay for external staff training courses and paediatric first aid training where possible.
- We support the work of our staff and identify their ongoing training and development needs at staff appraisal meetings.
- We are committed to recruiting, appointing and employing staff in accordance with all relevant legislation.

Signed Allison Brown

Date 05.09.2.13

Review September 2014