Staff deployment

Members of staff are deployed to meet the care and learning needs of children and to ensure their safety and well-being at all times.

- Two members of are practitioner team on the premises before children are admitted in the morning and the end of the day; one of which should be the pre-school manager or deputy.
- Only those practitioners aged 17 or over are included in ratios. Practitioners working as apprentices (aged 16 or over) may be included in the ratios if the pre-school manager is satisfied that they are competent and responsible.
- At least one Paediatric First Aider must be on site at all times when children are present
- The pre-school manager/deputy deploys practitioners to give adequate supervision of indoor and outdoor areas, ensuring that children are usually within sight and hearing of staff and always within sight *or* hearing of practitioners at all times.
- All practitioners are deployed according to the needs of the pre-school and the children attending.
- In open plan provision, practitioners are positioned in areas of the room and outdoors to supervise children and to support their learning.
- Practitioners are responsible for ensuring that equipment in their area is used appropriately and that the area is tidy at the end of the session.
- Practitioners plan their focus on activities.
- Practitioners inform colleagues if they have to leave the room for any reason.
- One member of the practitioner team supervises climbing equipment that has been put out.
- The Room Leader/Deputy/Manager may direct other members of staff to join those outside, if the numbers of children warrant additional staff.
- Practitioners focus their attention on the children at all times whilst having a wider awareness of what is happening around them.
- Practitioners do not spend working time in social conversation with colleagues.
- Practitioners allow time for colleagues to engage in ‘sustained shared interaction’ with children and do not interrupt activities led by colleagues.
- Sufficient practitioners are available at story times to engage children.
- Key persons spend time with key groups daily; these times are not for focussed activities but for promoting shared times and friendship.

Practitioner children

- Where members of the practitioner team have their own children with them at the pre-school, the age of the child must fall within the stipulated ages of the setting's Ofsted registration.
- Where members of the practitioner team are likely to be working directly with their own children, this is subject to discussion before commencement with the pre-school manager.
- Where it is agreed that a practitioner's child attends the setting, it is subject to the following:
  - the child is treated by the parent and all practitioners as any other child would be
  - the child will not be in the parent's key group of children
  - the key person and parent will work towards helping the child to make a comfortable separation from the parent to allow the parent to fully undertake their role as a member of the practitioner team.
  - the key person will take responsibility for the child's needs throughout the day, unless the child is sick or severely distressed.
  - time and space are made for the parent to breastfeed during the day, if that is their chosen method of feeding
  - the situation is reviewed as required, to ensure that the needs of the child are being met, and that the parent is able to fulfil his/her role as a member of the practitioner team

    If it is the setting manager's child, then the Pre-school Committee Chair ensures the criteria above is met.