

Staff working with their child/children or close relation

KidzRus is committed to finding a flexible working environment for staff members that suits the business. All things considered, KidzRus allows staff members to bring their own child/children to the setting however, the arrangement is subject to continuous reviews.

The review covers:

- How individual practitioners work with their child/children/close relation
- If all policies and procedures are adhered to
- The feelings of colleagues, management, parents and children
- Anti-discriminatory practice
- The feelings and needs of the staff member's child

At KidzRus safeguarding all children is of paramount importance. Once a parent has 'signed their child in' that child is under the care of the Nursery and all usual policies and procedures MUST be followed for staff members whose child attends the setting. The following MUST also be adhered to:

- Staff member's child/children/close relation receives the same nursery care and experiences as other children in attendance
- Discussions with the staff member about their child and feedback takes place on drop off and collection to the child's key worker and no other discussions should take place over break times or during work hours about their child's day (unless in the case of an emergency)
- As typical for the Nursery, the staff member's child receives a communication diary for feedback on their day and the staff member is invited in on parent's evenings to discuss their child's development
- If the staff member's child becomes unwell during the Nursery day, the staff member MUST be conscious of staffing ratios and wait until appropriate cover is sought before leaving
- The staff member MUST adhere to their own job description and responsibilities at all times and fulfil their role as a key person
- Where possible, staff will not work in the same room as their child and under no circumstances will be their child's key person
- Staff member must not make comments about the quality of care their child is receiving and should follow procedure if any concerns arise
- Staff member must not continuously talk about their child and point out their child to other parents
- Confidentiality must be adhered to in the same way as policy outlines. Staff member who may be friends with other parents must not discuss nursery, children or fellow staff members child with parents
- All usual policy and procedures apply for staff members and their child
- Documents are to be completed in exactly the same way as typical for the nursery

Staff members must be flexible with their working pattern and notice given