

## Section 1: Staff Qualifications, training, support and skills

### Staffing September 2022

Members of Staff	Principal Qualifications	Safeguarding Training	Food Hygiene		Advanced / Paediatric First Aid		Fire Warden Fire Training	
			Date Achieved	Renewal date	Date Achieved	Renewal date	Date Achieved	Renewal Date
<b>Miss Charlotte Ball- Senior Practitioner</b>	NNEB	Basic Safeguarding Training MHS Sep 2022	Apr 2022	Apr 2025	Nov 2020	Nov 2023	Sep 2019	Sep 2022
<b>Miss Lucy Richards- Assistant Practitioner</b>	BA (Hons) Eng Lit and History of Art MA Cultural Studies PGCE (FE)	Basic Safeguarding Training MHS Sep 2022	Apr 2022	Apr 2025			Sep 2019	Sep 2022
<b>Mrs Chloe Mackett- (Class Teacher)</b>	BA (Hons) in Early Childhood EYTS	Basic Safeguarding Training MHS Sep 2022	Aug 2021	Aug 2024	Nov 2020	Nov 2023	Sep 2021	Sep 2024
<b>Mrs Cheryl James- Nursery Practitioner</b>	NVQ3 Childcare & learning Development	Basic Safeguarding Training MHS Sep 2022	Apr 2022	Apr 2025	Nov 2020	Nov 2023	Sep 2019	Sep 2022

Members of Staff	Principal Qualifications	Safeguarding Training	Food Hygiene		Advanced / Paediatric First Aid		Fire Warden Fire Training	
			Date Achieved	Renewal date	Date Achieved	Renewal date	Date Achieved	Renewal Date
<b>Miss Katie Page-Nursery Practitioner</b>	NVQ3 Early Years Educator	Basic Safeguarding Training MHS Sep 2022			Sep 2021	Sep 2024	Sep 2019	Sep 2022
<b>Mrs A Prismall (EYFS Manager)</b>	BEd (Hons) NNEB EYPS NPQICL	Portsmouth Safeguarding Board Mar 2021 MHS Sep 2022	Aug 2021	Aug 2024	April 2021	Apr 2024	Sep 2021	Sep 2024
<b>Jemima Parkyn-Senior Practitioner</b>	FdA Early Years, BA (Hons) Early Childhood ECGPC (Pending)	Basic Safeguarding Training MHS Jan 2022	Nov 2019	Nov 2022	Jan 2020	Jan 2023	Dec 2019	Dec 2022
<b>Miss Joanne Philpott-Nursery Practitioner</b>	FdA Early Years Education and Care	Basic Safeguarding Training MHS Sep 2022	Sep 2021	Sep 2024	Nov 2020	Oct 2023		
<b>Mrs Jodi Scaddan (Class Teacher)</b>	BA (Hons) PGCE (Pending)	Basic Safeguarding Training MHS Sep 2022	Sep 2021	Sep 2024	Sep2021	Sep 2024	Sep 2019	Sep 2022

Members of Staff	Principal Qualifications	Safeguarding Training	Food Hygiene		Advanced / Paediatric First Aid		Fire Warden Fire Training	
			Date Achieved	Renewal date	Date Achieved	Renewal date	Date Achieved	Renewal Date
<b>Miss Victoria Murr- Assistant Practitioner</b>	NVQ2 Childcare	Basic Safeguarding Training Update MHS 2022	Aug 2021	Aug 2024	Sep 2021	Sep 2024		
<b>Miss Cerys Morriss- Student Nursery Practitioner</b>	CACHE Level 3 Childcare and Education (Pending)	Basic Safeguarding Training MHS 2022	April 2022	April 2025				

## Staff Induction Training

All staff receive induction training to help them understand their roles and responsibilities. The training includes;

- Safeguarding
- Child Protection
- Health and Safety
- Emergency Evacuation Procedures
- Equality Policy
- Mission Statement

## **Supervision of Staff**

All staff will be supervised by their line manager at least once per term. Supervision is provided to support teamwork, identify solutions to address issues as they arise and to coach to improve individual effectiveness.

## **Paediatric First Aiders**

At least one person with a current paediatric First Aid certificate will be on the premises at all times when children are present. Refresher training will be available to all staff when certificates expire.

## **Key Person**

Each child will be given a key person to ensure that every child's care is tailored to meet their individual needs. The key worker will help each child become familiar with the setting and build a settled relationship with each child and parent or carer.

## **Staff: Child Ratios**

For children aged under two:

- there is one member of staff for every three children; and one member of staff holds a full and relevant level 3 qualification, and is experienced in working with children under two;
- at least half of all other staff hold at least a full and relevant level 2 qualification;
- at least half of all staff must have received training that specifically addresses the care of babies; and
- where there is an under two-year-olds room, the member of staff in charge of that room must, in the judgement of the provider, have suitable experience of working with under twos.

## **For children aged two and above**

- there is be at least one member of staff for every four children;
- at least one member of staff holds a full and relevant level 3 qualification; and
- at least half of all other staff hold a full and relevant level 2 qualification

## **For children aged three and over**

- there is be at least one member of staff for every eight children;
- at least one member of staff holds a full and relevant level 3 qualification; and
- at least half of all other staff hold a full and relevant level 2 qualification.