

Section 1: Staff Qualifications, training, support and skills

Staffing September 2024

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
Mrs S Williams - Head of Early Years	BA Early Years EYTS	Basic Safeguarding Training MHS Sep 2023	Sep 2023	Sep 2026	Jul 2021	Jul 2024		
Miss Charlotte Ball - Senior Practitioner	NNEB	Basic Safeguarding Training MHS Sep 2022	Apr 2022	Apr 2025	Oct 2023	Oct 2026	Jan 2023	Jan 2026
Mrs Cheryl James - Nursery Practitioner	NVQ3 Childcare & learning Development	Basic Safeguarding Training MHS Sep 2022	Apr 2022	Apr 2025	Nov 2023	Nov 2026	Jan 2023	Jan 2026
Magdalena Kowalska	Level 3 Diploma in Montessori Teacher Training, MA	Induction training MHS Jan 2024	Jan 2024	Jan 2027	March 2024	March 2027		

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Miss Erin McLeod - Teaching Assistant	GCSE's	Basic Safeguarding Training MHS Sep 2023	April 2024	April 2027	March 2024	March 2027		
Miss L Mumford - Class Teacher	BA (Hons) EYTS	Induction training April 2023	Sep 2023	Sep 2026	March 2024	March 2027		
Miss Moreno-Braza	Level 3 Child Psychology	Induction training April 2023	Sep 2023	Sep 2026	Sep 2023	Sep 2026		
Miss Victoria Murr - Assistant Practitioner	NVQ2 Childcare	Basic Safeguarding Training Update MHS 2022	Aug 2021	Aug 2024	Sep 2021	Sep 2024		
Miss Katie Page - Nursery Practitioner	NVQ3 Early Years Educator	Basic Safeguarding Training MHS Sep 2022	Sep 2023	Sep 2026	Sep 2021	Sep 2024	Jan 2023	Jan 2026
Miss Joanne Philpott - Nursery Practitioner	FdA Early Years Education and Care	Basic Safeguarding Training MHS Sep 2022	Sep 2021	Sep 2024	Nov 2023	Nov 2026		

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. This is inline with the school appraisal system.

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. We endeavour to ensure all staff hold a full Paediatric First Aid certificate where possible.

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 five 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.