At **Ladybirds Pre-School** we understand the potential stresses of staff returning to work after having a baby, and in light of these Staff members are allowed to work in the same setting as their own children when they reach pre-school age. We wish to support employees in this position and request the member of staff meet with the Pre-School Manager, where appropriate, to discuss the needs of all parties. However this arrangement is subject to continuous reviews.

We believe our staff should remain neutral and treat all children with the same regard. It is generally not appropriate for staff to care for their own children whilst working in the Pre-School.

However, we recognise that this may not always be possible. We will also try to accommodate the wishes of any staff member with a child in the Pre-school and come to an agreement which suits us all. This agreement is based on the following principles:

* Where staff work in the same setting as their child, there is an agreed set of guidelines between the Pre-school, the member of staff and the whole team setting out the expectations of working with their child/ren. These include a clear statement that during their time at Pre-school the child is in the care of the Pre-School and it is the Pre-school that retains responsibility for the child and their care
* Where this agreement is not working or is impacting on the care of the child or other children in the setting, the Manager, alongside the whole team and member of staff will reassess the situation
* Staff caring for another staff member’s child will treat them as they would any other parent/child. No special treatment will be offered to any child or parent who has connections with the Pre-school.
* Staff should give feedback to their child’s key person at the beginning of the day and no further discussion should take place until the staff member has finished work or is on a break (unless in a case of an emergency)
* Likewise the child’s key worker will only discuss the staff members child at the beginning or end of the session (unless in a case of an emergency)
* The key person will complete the learning journal and staff will be able to attend parent consultations to discuss their child’s development
* If a staff member’s child becomes unwell at Pre-school, the staff member must be conscious of the staffing ratios and wait until appropriate cover can be found.
* The staff must at all times fulfil the needs of their own key group children and adhere to their job description at all times.
* Staff must not make comments about the quality of care their child is receiving in the Pre-school, if they have any concerns the appropriate policy should be followed.
* Staff should not spend time pointing out their child to other parents/staff or discussing them continuously (and vice versa)

Where the Manager or other members of the team assesses that the agreement is not working and/or there is an impact on the care of the children in the setting because of the staff member’s relationship with their child:

* The Manager will consider moving the child and not the staff member. This will enable the child to be in the appropriate age/stage group and to continue to forge consistent relationships with other children in this group
* Will review if all policies are being adhered to
* Consider the feelings of other staff members and parents
* Consider the feelings and needs of the staff members child

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| March 2019 | Reviewed October 2022 | Diana Buckell |
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