

Whiteley Preschool Staff Children on site Policy



To support and retain working parents the following policy has been adopted.

School age children:

Staff member's school age children are not permitted to be on site regularly or during the setting up and packing away of the preschool equipment. School age children always need to be supervised, due to the environment staff are not able to fulfil their job role whilst supervising their own children. In exceptional circumstances, with prearrangement with the Preschool Management Team exceptions may be made. During these occasions the staff member's children will remain in the main hall. If the child begins to be disruptive a manager can ask the parent (staff member) to leave work, unpaid to take their child/children home.

Preschool age children:

Staff members who work in the main rooms can work at the preschool at the same time their child attends the setting. However, the management reserves the right to make an exception to this policy. If the child's preschool experience including them gaining independence ready for transitioning to school is hindered, then alternative arrangements will need to be made. Any staff members child who attends the setting must also attend breakfast club, where needed, to allow the staff member to begin work at their agreed time.

At all times staff members should seek to arrange childcare.

*Management refers to Childcare Manager, Business Manager and Committee Trustees

Policy date: 16th September 2016

Updated 25th April 2023

Signed:..... Chair person