



Staff Working with Their Own Children/Close Relation

May 2024

At Elsworth Pre-School we understand the potential stresses of working in the same environment as your child or a close relation. We wish to support all employees in this position and request the member of staff meet with the pre-school Manager and Committee Chair, where appropriate, to discuss the needs of all parties. 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 or those of a close relative 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 or close relative in the pre-school and come to an agreement which suits us all.

This agreement is based on the following principles:

- Where staff work with their child or close relation, there is an agreed set of guidelines between the pre-school and the member of staff setting out the expectations of working with their child/close relation. 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 room, the manager 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/carer who has connections with the pre-school.

Where the manager assesses that the agreement is not working and/or there is an impact on the care of the children in the room because of the staff member's relationship with their child or close relation:

- The manager will consider moving the staff member and not the child. 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.

Adopted on:	30 th May 2024
Adopted by:	Sophie Mills, Pre-School Interim Manager Hannah Holland, Chair of Trustees
Next Review Date:	30 th May 2025