



Monitoring Staff Behaviour Policy

January 2024

At Elsworth Pre-School we take the safety and welfare of our children and staff seriously. This policy ensures staff behave in an appropriate manner to act as a role model for and protect all children in their care. Within this policy, we will also ensure that any changes to staff behaviours or ways of working are closely monitored, discussed, and supported to ensure all children are safeguarded throughout their time here.

Expected Staff Behaviour

Within our pre-school we expect our staff to:

- Put our children first; their safety, welfare and ongoing development is the most important part of their role.
- Behave as a positive role model for the children in their care by always remaining professional and demonstrating caring attitudes to all.
- Work as part of the wider team, cohesively and openly.
- Be aware of their requirements under the Early Years Foundation Stage (EYFS) Statutory Framework and our policies and procedures designed to keep children safe from harm, whilst teaching children and supporting their early development.
- React appropriately to any safeguarding concerns quickly and concisely in accordance with the pre-school/Local Authority procedures and training received.
- Not share any confidential information relating to the children, pre-school or families using the facility
- Maintain the public image of the pre-school and do nothing that will put the setting into disrepute.
- Ensure that parental relationships are professional.
- Report to management immediately any changes in personal life that may impact on the ability to continue the role. These may include (but not limited to) changes in police record, medication and/or any social service involvement with their own children.

Monitoring Staff Behaviour

Within the preschool we will:

- Conduct regular staff observations using all staff and management, during which we will look at interactions with children and their peers.
- Have regular supervisions with all staff in which ongoing suitability will be monitored and recorded.
- Use the Whistle Blowing Policy that enables team members to discuss confidentially any concerns about their colleagues.



- Operate staff suitability forms and clauses in staff contracts to ensure any changes to their suitability to work with children are reported immediately to management.
- Ensure all new staff members are deemed suitable with the appropriate checks as detailed in the Safeguarding and Child Protection Policy.
- Some behaviours that may cause concern will be investigated further:
 - Change in moods.
 - Sudden change in religious beliefs / cultural beliefs (may be a sign of radicalisation).
 - Changes in the way of acting towards the children or the other members of the team (becoming more friendly and close, isolation, avoidance, agitation etc.).
 - Sudden outbursts.
 - Becoming withdrawn.
 - Secretive behaviour.
 - Missing shifts, calling in sick more often, coming in late.
 - Slip in standards of work.
 - Extreme changes in appearance.

Procedure

If we have a concern about a change in staff behaviour within the pre-school, a meeting will be called with the individual and a member of management to ascertain how the person is feeling. We will aim to support the staff wherever possible and will put support mechanisms in place where appropriate.

Ultimately, we are here to ensure all staff can continue to work with the children if they are suitable to do so, but if any behaviours cause concern about the safety or welfare of the children, then the procedure on the Safeguarding and Child Protection Policy will be followed.

In the case of allegations against a team member, the Local Authority Designated Officer (LADO) will be called. All conversations, observations and notes on the staff member will be logged and kept confidential.

Adoption and annual review of the policy

Adopted on:	21st January 2024
Adopted by:	Sophie Mills, Pre-School Manager Hannah Holland, Chair of Trustees
Next Review Date:	21st January 2025