



Staff Behaviour Policy

Statement of Intent

At Little Legs Montessori 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 in staff behaviour or ways of working are closely monitored, discussed and supported to ensure all children are safeguarded throughout their time with us.

Expected Staff Behaviour

Within our nursery we expect our staff to:

- Put the 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 remaining professional at all times and demonstrating caring attitudes to all.
- Work as part of the wider team, cohesively and openly.
- Be aware of their requirements under the EYFS statutory framework and the nursery policies and procedures, designed to keep children safe from harm whilst teaching and supporting children's development.
- React appropriately to any safeguarding concerns quickly and concisely in accordance to the nursery/local authority procedures and training received.
- Not share any confidential information relating to children, nursery or families using the facility.
- Maintain the public image of the nursery and do nothing that will put the setting into disrepute.
- Ensure that parental relationships are professional and external social relationships are not forged. If a relationship pre exists prior to the child starting at nursery, discussions with management will be held to ensure the relationships remain professional.
- Report to management immediately any changes in personal life that may affect the ability to continue the role. These may include, but not limited to, changes in police record, medication, people living in the same premises, and social service involvement with their own children.

Monitoring Staff Behaviour

Within the nursery we:

- Conduct regular peer 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 a whistleblowing 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 our other policies.

Behaviours that may be cause of concern and will be investigated further:

- Changes in moods
- Sudden change in religious beliefs/cultural beliefs
- Changes in the way of acting towards the children or other members of the team, e.g. becoming more friendly and close, isolation, avoidance, agitation etc)
- Sudden outbursts
- Becoming withdrawn
- Secretive behaviours
- Missing shifts, calling in sick more often, coming in late.
- Standards in work slipping
- Extreme changes in appearance

Procedures

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

Ultimately we are here to ensure all staff are able to continue to work with the children as long as they are suitable to do so, but if any behaviours cause concern about the safety or welfare of the children then the safeguarding procedure will be followed, as in the case of allegations against a team and the local authority designated officer (LADO) will be called.

All conversations, observations and notes on the staff member will be logged and kept confidential.

This policy was adopted by _____ *(name of provider)*

On _____ *(date)*

Date to be reviewed _____ *(date)*

Signed on behalf of the provider

Name of signatory

Role of signatory (e.g. chair, director or owner)