



ROMPERS PRIVATE NURSERY

STAFF DEVELOPMENT POLICY



Policy Statement:

At Rompers staff are encouraged to take part in training opportunities, which help to achieve high standards and quality education for all children who attend the nursery. By attending further training both outside training opportunities through Angus Council and in-house training opportunities, which can be booked on Eventbrite. By engaging in training opportunities provided by third parties staff can be encouraged to look outwards, to reflect inwards to support development. As a result staff can complete the required CPD hours outlined by SSSC.

Aims of this Policy:

- To make CPD available to all staff that is relevant and supports the individual training needs of staff
- To allow staff to identify their own interest and training needs
- To meet needs of service
- To ensure staff continue to have the highest quality of knowledge and skills to provide the best outcomes for learners
- To allow staff progression and development in their job role

Procedures:

- Give high priority to continuing professional development
- Meet the requirements of the local authority education department and SSSC
- Keep abreast trends and developments in early education and childcare
- Ensure that each member of staff is given equal opportunity for their training and development needs to be met
- Value the contributions made by all staff through consultation of training requirements at annual appraisals
- Be effective in supporting the development of staff
- Use the appraisal process to determine individual staff development needs
- Consider staff development needs in relation to the nursery's improvement planning process
- Ensure staff have access to Eventbrite and other staff development courses as appropriate
- Ensure staff update their SSSC and CPD folder with their addition training
- Monitor staff development activities and ensure they are
 - Meeting the needs of the nursery and staff
 - Promoting quality provision

- Take an active part in accessing appropriate staff development activities along with appropriate team building experiences
- Value the opportunity to attend staff development activities
- Inform parents of staff CPD in monthly newsletter
- On the job training is provided in the rooms, this is through effective feedback from Team Leaders and Management
- Management to support a positive ethos in the nursery regarding staff development
- Ensure a staff team building or training session is incorporated into a staff meeting once every month, a yearly training calendar is developed through the QA calendar focussing on quality indicators and HSCS

Monitoring:

- To ensure staff have termly access to CPD programme
- On-going monitoring through the appraisal process
- Feedback from staff
- Management to observe and support staff in additional training continuously

Review:

Date	Management	Track of Changes
August 2021	P. Guthrie	none

