



10.10 Unable to operate policy

Policy Statement

Woodland's is committed to ensure the safety and care of all the children that attend our setting, we provide staffing ratios inline with the current safeguarding & welfare requirements and also the EYFS legislation which states that –

“Staffing arrangements must meet the needs of all children and ensure their safety. Providers must ensure that children are adequately supervised and decide how to deploy staff to ensure children’s needs are met.” and that “the ratio and qualification requirements apply to the total number of staff available to work directly with children.”

To meet the requirements outlined in the legislation we use the following staff to children ratio.

- Children that are aged 2 years – 1 adult: 4 children
- Children that are aged 3 years and over – 1 adult: 8 children
- A minimum of two staff/adults are on duty at any one time.

In the event that we are unable to operate within the staff/children ratios priority will be given to the following –

- Children who parents are key worker (priority will be given to those where both parents are key workers)
- Vulnerable and children in need
- Funded children
- Private children

Each child is assigned a key person from the outset to help the child become familiar with our setting and to ensure that each child has a named member of staff with whom they can form a relationship with. In the event that the child’s key person is absent for a prolonged period of time another member of staff will temporarily be assigned to that child and act as their key person. We will choose where possible a member of staff that also has a good relationship with your child, if however, your child is new to our setting a permanent replacement will be found.