



## LITTLE FIRS DAY NURSERY



### 77. Young Worker Policy & Procedure

**This policy and procedure links to the following:**

**Legal Framework: Statutory Framework for the Early Years Foundation Stage: 3.9-3.11, 3.30**

**Little Firs Policy and Procedure: All Human Resources Policies and Procedures**

At Little Firs we support young workers and apprentices as we foster and shape the workforce of the future. At times there may be students on placement within the nursery.

The Statutory Framework for the Early Years Stage 2021 sets out the requirements for young people working in a setting and we will always adhere to these requirements.

Apprentices aged 16 and over who is attending our setting on a long-term placement and undertaking early education training, will be monitored and assessed to determine their competence levels. If we believe that they are demonstrating the high levels of competence and responsibility, we expect from our staff then we may consider including them in our staff ratios.

Any young person in the setting under the age of 18 is considered a child by law, therefore we will be vigilant towards their safety and well-being. We will provide each young person with a mentor/buddy within the setting that can support their well-being. Any safeguarding concerns will be dealt with according to our safeguarding policies procedures.

Within our nursery we expect our young staff to:

- Read, understand and adhere to all policies
- Take part in our ongoing staff suitability procedures. Declare any reasons why their suitability to work with children may change during their placement
- Share any safeguarding concerns they may have with their buddy/mentor or the safeguarding officer
- Maintain a high standard of work, behaviour, appearance and attendance whilst with the nursery
- Undertake a full induction conducted by the nursery
- Access training as required by the management
- If studying whilst with the setting, undertake all tasks required by the tutor to keep up to date with the course. If your coursework falls behind at any point your placement in the setting will be at risk
- Ensure that the nursery environment is always safe and secure for all children and report any issues as they arise
- Help with the day to day running of the nursery by undertaking tasks as determined by the supervisors and management

- Take part in staff meetings and all staff training as required by the nursery.

<b>Date of Review:</b>	<b>This Policy was adopted on:</b>	<b>Signed on behalf of the Nursery committee:</b>	<b>Date of Next Review:</b>
<b>July 2021.</b>	16 <sup>th</sup> July 2021	<i>P. Goodrick Electronically signed due to Covid19 Restrictions.</i>	<b>July 2022.</b>