Staff Development and Training Policy

At Wonderland Day Nursery we value our staff highly. We believe that ongoing personal and professional development is essential for the delivery of high-quality learning and development opportunities for children in their early years

The overall quality of our nursery is underpinned by our staff having the appropriate qualifications, training, skills, knowledge, and a clear understanding of their roles and responsibilities.

Every staff member is given the opportunity to further develop their training, knowledge and skills through a comprehensive and targeted programme of professional development. High-quality professional supervision is also provided, this provides each staff member with support, coaching and training and promotes the interests of children. Each meeting is planned based on individual performance related targets, consistent and sharply focused observation and evaluations of the impact of staff’s practice.

We ensure setting managers appointed on or after 4 January 2024 hold a level 2 maths qualification, or they achieve one within two years of starting in the position.

In addition to this, we ensure that all level 2 and/or level 3 qualified staff (on or after 30 June 2016) have either a full paediatric first aid (PFA) or an emergency PFA certificate within three months of starting work and ongoing in order to include them in the required staff: child ratios at level 2 or level 3.

We strongly promote continuous professional development and all staff have individual training records to enhance their skills and expertise, which are based on discussions at supervision meetings. We have are part of the Noodlenow training scheme which provides all staff with access to a wide range of training courses.

To facilitate the development of staff we:

* Coach, mentor, lead and offer encouragement and support to achieve a high level of morale and motivation
* Promote teamwork through ongoing communication, involvement and a no blame culture to enhance nursery practice
* Provide opportunities for delegation based on skills and expertise to offer recognition and empower staff
* Encourage staff to contribute ideas for change within the nursery and hold regular staff meetings and team meetings to develop these ideas.
* Encourage staff to further their experience and knowledge by attending relevant external training courses
* Encourage staff to pass on their knowledge to those who are less experienced and share knowledge from external training with small groups of staff within the nursery
* Provide regular in-house training relevant to the needs of the nursery
* Carry out termly supervision meetings with all staff. These provide opportunities for staff to discuss any issues particularly concerning children’s development or well-being including child protection concerns, identify solutions to address issues as they arise and receive coaching to improve their personal effectiveness.
* Promote a positive learning culture within the nursery
* Provide inductions to welcome all new staff and assign a ‘work buddy’ to coach, mentor and support new staff
* Offer ongoing support and guidance

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| **This policy was adopted on** | **Signed on behalf of the nursery** | **Date for review** |
| *July 2025* | L.Finnemore | *July 2026* |