

## **MARDEN PLAY SCHEME**

### **2: Staff Development/Meetings**

Staff are our Play Scheme's most valuable resource, as it is only through their commitment and effort that good quality provision can be both established and maintained. We are therefore committed to providing good training and development opportunities for staff so that they are able to perform their roles both efficiently and effectively.

- The Play Scheme recognises that regular training and monitoring of professional development is important for all staff. Staff development and training is vital because it allows staff to keep up to date with current thinking and practice about both play and child development issues. Additionally, with well-trained and motivated staff, the Play Scheme is better able to meet the diverse and complex needs of children within its local community.
- The Play Scheme will ensure that there is a full induction process for new staff.

#### **(1) Staff Inductions**

- (a) New members of staff will be provided with a copy of the Play Scheme's policies and procedures.
- (b) As part of an induction, the Manager will discuss and talk through everyday practices of the Play Scheme. These will include:
  - Showing new staff around the premises, pointing out all fire exits, toilets and areas such as the kitchen and Play Scheme office.
  - Explaining all aspects of the day-to-day management and running of the Play Scheme.
  - Introducing the new member of staff to their colleagues, children and parents / carers where appropriate.
  - Pointing out the practical implications of the Play Scheme's policies and practices, including how they relate to the Play Scheme's obligations under the Childcare Register.

#### **(2) Staff Meetings**

There will be staff meetings where appropriate for problem solving, information sharing and acknowledging work issues. These are also opportunities for staff to reflect on their work performance and review any difficulties they may be facing. Staff meetings will be a forum for setting objectives for the Play Scheme.