

STAFF TRAINING POLICY

Calthwaite Nursery aims to provide a high standard of care for all children accessing the provision. We will support all our staff and volunteers in accessing training and development opportunities to extend their potential in the workplace.

Employees without a relevant childcare qualification will be given information on how to access suitable training courses and will be encouraged to work towards gaining a recognised qualification.

To support staff training needs Calthwaite Nursery will:

- Regularly review individual training needs with staff
- Prepare an action plan outlining how qualification requirements will be met
- Support staff undertaking NVQ training in portfolio building and accessing training resources
- Support staff to access health and safety training, including gaining a First Aid Certificate and Basic Food Hygiene Certificate
- Encourage staff to participate in training opportunities such as those offered by the Cumbria Sure Start on a variety of topics, including equal opportunities, child protection issues, positive behaviour strategies, practical sessions on play activities, arts and crafts ideas, etc
- Ensure that staff receive training on caring for children with special needs; Calthwaite Nursery will seek additional funding to allow specialist staff training where necessary
- Support volunteers from the local community to access training opportunities