



## **QUEENS PARK MONTESSORI DAY NURSERY**

**155 Richmond Park Road  
Bournemouth  
Dorset  
BH8 8UA**

**Telephone: (01202) 523293**

**Proprietor: Mrs Alison Toms**

**Ofsted Reg: EY242933**

**EYFS: 3.1 – 3.19**

### **MONITORING STAFF BEHAVIOUR POLICY**

At Queens Park Montessori Day Nursery we take the safety and welfare of our children and staff seriously. This policy ensures staff behave in an appropriate manner to act as a role model for and protect all children in their care. Within this policy we will also ensure that any changes to staff behaviours or ways of working are closely monitored, discussed and supported to ensure all children are safeguarded throughout their time here.

#### **Expected staff behaviour**

Within our nursery we expect our staff to:

- Put our children first, their safety, welfare and ongoing development is the most important part of their role
- Behave as a positive role model for the children in their care by remaining professional at all times and demonstrating caring attitudes to all
- Work as part of the wider team, cohesively and openly
- Be aware of their requirements under the EYFS Statutory Framework and the nursery policies and procedures designed to keep children safe from harm whilst teaching children and supporting their early development
- React appropriately to any safeguarding concerns quickly and concisely in accordance to the nursery / Local authority procedures and training received
- Not share any confidential information relating to the children, nursery or families using the nursery
- Maintain the public image of the nursery and do nothing that will pull the setting into disrepute
- Ensure that parental relationships are professional and external social relationships are not forged. If a relationship exists prior to the child starting at the setting, discussions with management will be held to ensure the relationship remains professional.
- Adhere to the Mobile Phone and Electronic Device Use policy and Social Networking policy
- Report to management immediately any changes in their personal life that may impact on the ability to continue the role. These may include (but not limited to)

changes in police record, medication, any social service involvement with their own children.

### **Monitoring staff behaviour**

Within the nursery we:

- Conduct regular peer observations using all staff and management, [during which we will observe interactions between staff and children](#)
- Have regular supervisions with all staff in which ongoing suitability will be monitored and recorded
- Use a whistleblowing policy that enables team members to discuss confidentially any concerns about their colleagues
- Ensure all new staff members are deemed suitable with the appropriate checks as detailed in the safeguarding policy, and that any changes in suitability are recorded and investigated

Some behaviours that may cause concern and will be investigated further include:

- Change in moods
- Sudden change in religious beliefs / cultural beliefs (may be a sign of radicalisation)
- Changes in the way of acting towards the children or the other members of the team (becoming more friendly and close, isolation, avoidance, agitation etc.)
- Sudden outbursts
- Becoming withdrawn
- Secretive behaviours
- Missing shifts, calling in sick more often, coming in late
- Standards in work slipping
- Extreme changes in appearance.

### **Procedures to be followed:**

If we have a concern about changes in staff behaviour within the nursery, an immediate meeting will be called with the individual and a member of management to ascertain how the person is feeling. We will aim to support the staff wherever possible and will put support mechanisms in place where appropriate.

Ultimately we are here to ensure all staff are able to continue to work with the children as long as they are suitable to do so, but if any behaviours cause concern about the safety or welfare of the children then the procedure on the safeguarding policy will be followed as in the case of allegations against a team member and the Local Authority Designated officer (LADO) will be called ([01202 817 600](tel:01202817600) Email:[LADO@bcpcouncil.gov.uk](mailto:LADO@bcpcouncil.gov.uk))

All conversations, observations and notes on the staff member will be logged and kept confidential.

**This policy was adopted on:** .....

**Signed on behalf of the nursery:** .....

**Date for review:** .....