

Last Revision Date	September 2017
This policy is Reviewed by	The Head of EYFS
Group	EYFS
ISI Reference	
Next Review Date	September 2018

Tick which category this document refers to:

ISI requirement to be made available	
ISI requirement to be on website	
Internal staff only	✓
Internal students only	
Internal staff and students	
Statutory requirement to have on website (non ISI)	

Introduction

In accordance with the Statutory Framework for the Early Years Foundation Stage April 2017 under Section 3 -The Safeguarding and Welfare Requirements - it is a legal requirement for providers to ensure the following staff: child ratios:

3.32. *For children aged two:*

- *There must be at least one member of staff for every four children;*
- *At least one member of staff must hold a full and relevant level 3 qualification;*
- *At least half of all other staff must hold a full and relevant level 2 qualification.*

3.33. *For children aged three and over in registered early years provision where a person with Qualified Teacher status, Early Years Professional Status, Early Years Teacher Status or another suitable level 6 qualification is working directly with the children:*

- *There must be at least one member of staff for every 13 children;*
- *At least one other member of staff must hold a full and relevant level 3 qualification.*

3.34. *For children aged three and over in registered early years provision where a person with Qualified Teacher status, Early Years Professional Status, Early Years Teacher Status or another suitable level 6 qualification is not working directly with the children:*

- *There must be at least one member of staff for every 8 children;*
- *At least one member of staff must hold a full and relevant level 3 qualification;*
- *At least half of all other staff must hold a full and relevant level 2 qualification.*

3.35. *For children aged three and over in independent schools, where a person with Qualified Teacher Status, Early Years Professional Status, Early Years Teacher Status or another suitable level 6 qualification, an instructor, or another suitable qualified overseas trained teacher, is working directly with the children:*

- *For classes where the majority of children will reach the age of five or older within the school year, there must be at least one member of staff for every 30 children;*
- *For all other classes there must be at least one member of staff for every 13 children;*
- *At least one other member of staff must hold a full and relevant level 3 qualification.*

Following these guidelines, staffing in Nursery changes from term to term depending on the number of children, their ages, and the session the parents choose.

- We have up to 12 children aged 2, every morning and afternoon Monday to Friday. For children under 3 there is one member of staff for every 4 children.
- We have up to 37 children aged 3-4, every morning and afternoon Monday to Friday. For children over 3 there is one member of staff for every 8 children.

For each Reception class there is a full time qualified teacher, and one Teaching Assistant, working with a maximum of 16 children.

Staff Qualifications

Head of EYFS, EYFS and Pre-Prep Designated Safeguarding Lead and Deputy Designated Safeguarding Lead, EYFS LDD Coordinator

Karin Green

- BEd (Hons) University of Chichester
- PGC in Specific Learning Disorders University of Brighton
- Paediatric First Aider (expires November 2018)
- Designated Child Protection Co-ordinator (expires April 2019)

Nursery

Nursery Teacher and Room Leader

Helen Calthrop

- BA (Hons) QTS Lower Primary – Brunel University
- Paediatric First Aid (expires September 2019)

Room Leaders

Emma Strong

- NVQ 3 in Childcare Learning and Development
- Level 2 Forest School Practitioner
- TEFL
- Paediatric First Aid (expires September 2019)
- Food Safety and Hygiene for Catering

Alice Swarbrick (working with Karin Green with younger children)

- BA (Hons) Childhood and Youth Studies (Open)
- Certificate in Supporting Learning in Primary Schools (OU Level 4)
- Diploma in Midwifery - Nottingham Trent University
- Paediatric First Aid Course (expires June 2018)
- Food Safety and Hygiene for Catering

Nursery Assistants

Christine Webster

- NVQ Level 3 Childcare and Education
- HND in Hospitality Management
- Paediatric First Aid (expires September 2019)
- Food Safety and Hygiene for Catering

Sophie Noakes

- BA Early Years – Bath Spa University
- Early Years Professional Status (EYPS)
- Paediatric First Aid (to be completed January 2018)

Ros Lunt

- NVQ Level 3 Early Years Educator
- BSc– Southampton University
- MSc– Surrey University
- Food Safety and Hygiene for Catering
- Paediatric First Aid (expires September 2019)

Christine Watson (Toddler Club)

- Level 2 Food Safety in Catering
- Professional Interior Design Diploma (PID) - Regent Academy

Reception

Reception Teachers

Kate Barker

- BTEC National Diploma in Nursery Nursing – Canterbury Christchurch
- BA (Hons) in Primary Education with QTS
- MSC in Educational Research Methodology – Oxford
- Food Safety and Hygiene for Catering
- Paediatric First Aid (expires September 2019)

Debbie Rap

- NVQ Level 3 in Early Years Care and Education
- Foundation Degree in Arts (FDa) in Early Years Care and Education
- BA (Hons) in Professional Education Studies
- QTS following Graduate Teacher Programme
- Paediatric First Aid (expires June 2018)

Reception Teaching Assistants

Zoe Wright

- CACHE Level 2 Diploma in Childcare and Education
- Level 2 Food Safety and Hygiene for Catering

- Level 3 Early Years Educator
- Paediatric First Aid (expires September 2019)

Danielle Jenkins

- NVQ Level 3 Diploma in Childcare and Education
- Paediatric First Aid (expires October 2018)

Reception Music Teacher

Rachel Hallett

- BEd (Hons) Homerton College Cambridge
- MA Art and Design in education – Institute of Education, University of London
- Early Years Professional Status – Brighton University
- Paediatric First Aid (expires October 2019)

Reception Forest School Practitioners

Rachel Swan

- Early Years Teacher Status (Sussex University)
- Level 3 Forest School Practitioner
- Diploma in Nursing Sciences
- Paediatric First Aid (expires September 2019)
- BSc (Hons) Open University
- Food Safety and Hygiene for Catering

Alex Sandford

- B. Ed (Hons) Primary Education (3 – 9 year olds)
- Level 3 Forest School Practitioner

EYFS Administrator

Ruth Howie

- B.A. (Hons) French - University of Birmingham