



EMPLOYEES WORKING WITH THEIR OWN CHILDREN POLICY

At My Sunshine Day Nursery & Pre-School we understand the potential issues of staff returning to work after having a baby or working in the same environment as their own child or the child of a close family relation. We wish to support all employees in this position and request the member of staff to arrange a meeting with the Nursery Manager and the relevant Room Leader, where appropriate, to discuss the needs of all parties.

We believe our staff should remain neutral and treat all children with the same regard at all times. It is generally not appropriate for staff to care for their own children or those of a close relative whilst working in the Nursery.

However, we recognise that this may not always be possible. We will also try to accommodate the wishes of any staff member with a child or a child of a close relative within the Nursery and come to an agreement which works for all parties.

Such an agreement will be based on the following principles:

- Where staff work in the same room as their child or the child of a close relation, there will be an agreed set of guidelines between the Nursery and the member of staff in which the expectations of working with their child/close relation are clearly set-out. These will include a clear statement that during their time at Nursery the child is in the care of the Nursery and it is the Nursery that retains responsibility for the child and their care.
- Where this agreement is not working for any reason or is impacting on the care of the child or other children in the room, then the manager and member of staff will reassess the situation, making adjustments to this agreement as necessary.
- Staff caring for another staff member's child will treat them as they would any other parent/child. No special treatment will be offered to any child or parent who has connections with the nursery.



Where the manager assesses that the agreement is not working and/or there is an impact on the care of the children in the room because of the staff member's relationship with their child or close relation:

- The manager will consider moving the staff member and not the child. This will enable the child to be in the appropriate age/stage group and to continue to forge consistent relationships with other children in this group.
- Where the staff member is in another room, there will be an agreement between the staff member, manager and Room Leader about contact with the child during the Nursery day. Although we do not want to restrict a parent seeing their child, we must consider the room routine and the upset a visit may cause the child when their parent leaves the room again.
- If there are staff shortages resulting in the movement of staff, the staff member will be placed in a different room to that of their child or close relation, wherever possible.
- Where a staff member's baby requires breastfeeding, the Nursery will adapt the above guidelines to suit both the baby's and mother's needs. Cover will be provided during this time.

This Policy was adopted on	Signed on behalf of My Sunshine Day Nursery by Harriet Ballardie (Nursery Manager)	Date Policy was Disseminated to Staff	Date for next Policy review
1 March 2018		1 March 2018	1 January 2019