

# Working with Own Children & Close Relations Policy

As a Centre we understand the stresses of returning to work after having a baby or working in the same environment as your child or a close relation. We wish to support smooth transitions for both you and the child, therefore we request the member of staff meet with the Operations Manager to discuss the needs of all parties.

We believe our staff should remain neutral and treat all children with the same concern, therefore it is not always appropriate for staff to care for their own children whilst working in the Centre. However we will try wherever possible to accommodate all wishes of our staff and come to an agreement which suits both parties.

- Where staff are positioned in the same room as their child or close relation an agreed set of guidelines will be adopted by both the Centre and the member of staff to set out the expectations of working with their child/close relation.
- Where this agreement is not working or is impacting on the care of the children in the room or the dynamics of the room team, the manager and member of staff will reassess the situation.
- Staff caring for another staff member's child will treat them as they would any other parent/child. This also applies to any child or parent who has connections with the Centre.

Where the care of the children in the room is impacted upon because of the staff's relationship with their child or close relation; it will be the staff member that moves rooms, not the child. This will enable the child to be in the appropriate age/stage group and forge consistent relationships with other children in this group

If there are staff shortages resulting in the movement of staff, the staff members 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 baby's and mother's needs. Cover will be provided during this time.

<b>This Policy was adopted on</b>	19 <sup>th</sup> July 2017
<b>Signed on behalf of the Centre</b>	Fiona Hakin
<b>Date for review</b>	19 <sup>th</sup> July 2018