



Policy and procedures implementation and review policy

Alongside associated procedures in Implementation and review, this policy was adopted by *Chipstead pre-school* on 13/07/2022

Aim

We have one set of policies and procedures which are consistent across our childcare provision and in line with the current EYFS requirements that are reviewed annually or as necessary.

Objectives

We adhere to and implement operational policies and procedures by:

- ensuring that all members of staff are aware of their role and responsibility in policy and procedure implementation, disciplinary action maybe taken where individuals have disregarded policies and procedures.
- ensuring that members of staff are aware of the content of the policies and procedures through:
 - induction
 - line management and staff meetings and training events
 - contributing feedback to procedure review
 - use of relevant publications
- Staff are aware of their duty to adhere to the operational policies and procedures and how they contribute to a consistent approach throughout the organisation.
- Parents know how to access a full set of policies and procedures.

Legal references

Childcare Act (2006)

Education Act (2011)

This policy was adopted by

The Chipstead Pre-School Committee

On

13-07-2022

Date to be reviewed

12-08-2023 A

Signed on behalf of the provider

Name of signatory

Role of signatory