

Monitoring Staff Behaviour NMS – All Areas

The GGCA 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 to protect all persons including children and young people accessing all provision it offers. 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 and young people are safeguarded throughout their time here.

Expected staff behaviour

Within the GGCA we expect our staff to:

- Put children and young people first, their safety, welfare and ongoing development is the most important part of their role
- Behave as a positive role model for the children and young people attending provision by remaining professional at all times and demonstrating caring attitudes to all, leading by example
- Work as part of the wider team, cohesively and openly
- Be aware of their requirements under CIW - and the policies and procedures designed to keep children and young people safe from harm.
- Provide a range of experiences, including open access play, freely chosen, unstructured and self-directed play, that contribute to their emotional, physical, social, intellectual, language and creative development, ensuring children feel secure, happy and comfortable in their environment, and their rights are respected.
- React appropriately to any safeguarding concerns quickly and concisely in accordance with the safeguarding and child protection policy and procedures and that they complete safeguarding training
- Not share any confidential information relating to the children, young people, their families, the GGCA and others using the facilities offered
- Maintain the public image of the GGCA and its services, projects, activities, classes and courses that could put 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 Other Electronic Device and Social Networking policy
- Report to management immediately any changes in personal life that may impact on the ability to continue the role. These may include (but not limited to) changes in police record, medication, people living in the same premises, any social service involvement with their own children.

Monitoring staff behaviour

Within the setting we:

- Conduct regular peer observations using all staff and management, during which we will look at interactions with children and their peers
- Hold supervision with all staff and sessional workers at least once per year or sooner if deemed necessary and keep a log of it on staff personnel files
- Use a whistleblowing policy that enables team members to discuss confidentially any concerns about their colleagues
- Operate staff suitability forms and clauses in staff contracts to ensure any changes to their suitability to work with children and young people are reported immediately to management
- Ensure all new staff members are deemed suitable with the appropriate checks as detailed in the safeguarding and recruitment policies

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

- 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.

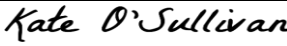

Procedures to be followed:

If we have a concern about changes in staff behaviour we will call a meeting with the staff member concerned 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 and young people as long as they are suitable to do so, but if any behaviours cause concern about the safety or welfare of the children and young people then the procedure outlined in 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 and CIW informed.

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

This policy was adopted on 13.10.2025 and will be reviewed on or before 13.10.2026

Name and Position	Signed	Date
Kate O'Sullivan Community Association Manager		13.10.2025
Olive Frances Vice Chair of Trustees		13.10.2025