

## 0 Policy and procedures implementation and review

Alongside associated procedures, this policy was adopted by *The Kinsbourne Common Nursery and Pre-School* on 07/12/25.

### Aim

We have one set of policies and procedures which are consistent across our early education and childcare provision and in line with the current EYFS requirements.

### Objectives

We adhere to and implement operational policies and procedures by:

- ensuring that all members of staff, agency workers, assistants, and students (hereon referred to collectively as staff), are aware of their role and responsibility in policy and procedure implementation
- 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.
- **All policies and procedures are reviewed annually as a minimum and when there are any changes to the settings practice or legislation**

### Legal references

Childcare Act (2006)

Education Act (2011)