



Early Learning and Childcare Centre

## **STAFF DEVELOPMENT POLICY**

The Care Inspectorate's Health and Social Care Standards inform the standard of practice expected of Ferryfield's staff, when following this policy they are adhering to:

### **Standard 3: I have confidence in the people who support and care for me.**

#### Compassion

3.7 – I experience a warm atmosphere because people have good working relationships.

#### Responsive care and support

3.14 – I have confidence in people because they are trained, competent and skilled, are able to reflect on their practice and follow their professional and organisational codes.

3.19 – My care and support is consistent and stable because people work well together.

### **Standard 4: I have confidence in the organisation providing my care and support**

#### Compassion

4.3 – I receive care and support where all people are respected and valued..

#### Responsive care and support

4.11 – I experience high quality care and support based on relevant evidence, guidance and best practice.

#### Wellbeing

4.25 – I am confident that people are encouraged to be innovative in the way they support and care for me.

4.26 – If I have a carer, their needs are assessed and support provided.

4.27 – I experience high quality care and support because people have the necessary information and resources.

Ferryfield recognises that the high standards we achieve in the service are due to the fact that the staff are well trained and feel valued by Ferryfield. We appreciate that staff who are offered training and development opportunities are likely to express a high commitment to Ferryfield, enjoy increased job satisfaction as well as gaining enhanced prospects for career progression.

Ferryfield values the contribution made by staff and will, within the limits of the constraints and resources available, provide training and development opportunities for all staff.

### **Improvement of service**

Ferryfield recognises the importance of staff being involved in setting Ferryfield's improvement and development goals and will:

- Seek and take in to account the staff's views on setting appropriate standards of performance.
- Ensure staff are involved in identifying the priorities and objectives and target setting.
- Ensure staff are involved in creating and developing continuous improvements.

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## Ferryfield Aims

Staff are able to work more effectively if they are aware of the Ferryfield's aims and the general framework in which they are expected to work and so the manager will ensure:

- All staff undergo a structured induction.
- All staff receive regular supervision.
- All staff have an annual appraisal to support and identifying individual training and development needs.
- On-going professional development is promoted, encouraged and supported.

## Training Plans

Staff training and development needs are addressed through individual training and development plans, these support Ferryfield's aims and enhance professional competency and the status of the employee.

To implement individual training and development plans Ferryfield will:

- Take into account of needs and aspirations of individual employees.
- Identify and promote opportunities for the employee to gain accreditation towards a nationally recognised qualification.
- Take account of individual learning preferences and circumstances and to accommodate these where appropriate and available.
- Give employees appropriate support to achieve their training and development plans.
- Acknowledge training and development achievements and keep a record of their achievements.

## Evaluation

Ferryfield recognises the importance of reviewing staff training and development to ensure that it is relevant and effective in terms of helping both the staff member and Ferryfield to achieve their aims, making effective use of resources and assisting staff to develop their potential as Practitioners, the group will:

- Monitor and evaluate all staff training and development.
- Use the results of evaluation to inform future training and development for staff.
- Keep abreast of the developments and updates and ensure these are reflected in the training provided for staff.

Adopted by the Committee .....

Date .....

August 2019