

## **Key Person Policy**

At Brook Green Nursery, the Key Person approach is central to the care and education we provide. It is far more than a staffing structure or a practical system for sharing information. It is a meaningful relationship that supports each child's emotional wellbeing, development, and sense of security while they are away from home. We believe that children thrive when they feel known, understood, and valued and the Key Person plays a vital role in making this possible.

### **The Role of the Key Person**

A Key Person's responsibilities extend well beyond meeting a child's basic needs. Through daily interactions, they develop a deep understanding of each child's:

- Personality and interests
- Routines and preferences
- Emotional world
- Emerging skills and developmental needs

This insight allows the Key Person to respond sensitively and consistently, helping each child feel safe, secure, and ready to learn. They are also a trusted point of contact for parents, offering guidance, reassurance, and support whenever needed.

We encourage parents to share information about their child's experiences at home: new skills, favourite activities, or anything that may help us support them more effectively. This shared knowledge helps the Key Person build a complete picture of the child's development and ensures continuity between home and nursery.

### **Attachment and Emotional Security**

Our Key Person approach is rooted in attachment theory, which recognises the importance of strong, trusting relationships in early childhood. A secure attachment with a familiar adult provides children with a "secure base" from which they can:

- Explore their environment
- Try new activities
- Build relationships with others
- Develop confidence and independence

This relationship is especially important during the settling-in period, when children are adjusting to a new environment and forming their first bonds within the nursery.

### **A Team Around Every Child**

A common misconception is that a child bonds only with their Key Person, and that any change in staff may be unsettling. In reality, one of the Key Person's responsibilities is to help the child feel confident and secure with a range of adults. This is an essential part of their social and emotional development.

To support this:

- Each child has a secondary (or back-up) Key Person, who works closely with the main Key Person.
- This ensures continuity of care during staff absences, sickness, or training.
- It also means the child always has a familiar adult available, even when their main Key Person is not present.

While the Key Person maintains ongoing developmental records, every member of staff plays an active role in observing, supporting, and engaging with all children. Our nursery manager, deputy manager, and teachers spend significant time in the classrooms, ensuring they know the children well and can share their expertise with the team.

This collaborative approach ensures that each child benefits from a community of knowledgeable, caring adults, rather than relying on a single relationship.

### **A Community of Trust and Belonging**

Children are free to spend time with any adult who captures their interest or invites them into a fun activity. We often see children seeking comfort, cuddles, or conversation from a variety of teachers and this is a positive sign that they feel truly settled and secure.

Strong communication and teamwork among staff create a nurturing environment where children feel safe with all adults. This sense of belonging helps build:

- Confidence
- Independence

- Emotional resilience
- Readiness for future transitions, including the move to primary school

Our aim is to ensure that every child feels part of a warm, supportive community where they are known, valued, and cared for by all.