O: Key person - Childminders

What do I need to know?

- [Early years foundation stage statutory framework for childminders](#) page 25, paragraph 3.46.

Key person (page 25 of audit)	Things to consider and discuss:
Is every child assigned a key person? If a child is assigned a key person who is an assistant, have you ensured that this person is appropriate?	- How do you ensure you are meeting the key person requirement? - What procedures are in place to ensure the key person assigned understands their role and responsibility as a key person?
Does the key person help to ensure that every child's care is tailored to: - meet their individual needs? - to help the child become familiar with the setting? - offer a settled relationship for the child? - build a relationship with the child's parents?	- Are children aware of whom their key person is? How do you know this? - What training have you or any assistants assigned received on the importance of secure attachments? - How does induction training for new staff support them to fulfil the role of key person? - At what point do you assign the key person for the child? - What do you take into consideration when deciding which staff member will be the key person for a particular child? - How do you make parents aware of whom their child's key person is and the role of the key person?
Do you make sure that the key person helps families engage with more specialist support if appropriate?	- How do you ensure and monitor that all children have secure attachments with their key person? - How do you ensure consistency when the key person is absent? Can you provide a second key person in the event of staff absences and changes? How can information be shared effectively? - How do you guarantee there is time allocated regularly for parents and key persons to share information? - How do you support children's transitions to other settings? - How do you ensure the key person role is effectively carried out? How do you review the effectiveness?

Useful links and further help:

We offer the following training and support:

- Leuven scales
- Quality of interaction audit using ITERS 3/ECERS 3
- SSTEW audit

Derbyshire SchoolsNet - Early Years

Derbyshire Early Years Service - Eventbrite

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