



Key Worker Policy

A key worker is a member of staff in King's Infant School, Early Years Foundation Stage who has special responsibility for the education and welfare of a particular group of children. Every child in King's Infant School's Foundation Stage classes have a key worker assigned. In King's Infant School we use the term 'Family Group Leader' instead of key worker as we feel this language is more appropriate to share with children. We spend the first two weeks of the academic year observing and completing our baseline formed from the two year check for Nursery and Development Matter guidance for Reception. After this time we assign a family group linked to the children's personality, attachment to a particular adult or any special requirements that a member of staff may be experienced in dealing with.

Key Worker Responsibilities

- The primary aim of the key worker system is to provide close relationships between the practitioner and the child for whom the key worker is responsible in order to assist the development of the children.
- To lead regular family group time sessions through the week.
- To develop a deeper understanding of children's personality, emotional needs interests and development in order to plan for them effectively.
- To contribute to the learning journey and assessment of the children in the group.
- The class teacher maintains full responsibility for observing, making assessment judgements, maintaining a learning journey record, planning and meeting with parents. Wherever possible the family group leader contributes to these responsibilities.

Written by Rachel Davies 1 st October 2016	Policy Category:
Approved by : King's Group Board	Next Review: 1 st August 2017



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