

Changes to the Manager or Nominated Person Policy

Link to Every Child Matters: Staying Safe

Links to the Early Years Foundation Stage

**Safeguarding and Welfare Requirements: Suitable People– Disqualification
3.14**

Small World Nursery will inform Leicestershire County Council and Ofsted of any changes in the nursery manager or Nominated Person responsible for our nursery. Where a change takes place, the nursery will complete the Change of Circumstances form and return it to them. If possible this will be done in advance of the change happening but in any event within 14 days of the event occurring.

This policy was adopted by	Small World Nursery
On	13 th August 2019
Date to be reviewed	August 2020
Signed on behalf of the provider	
Name and role of signatory	Melanie Whitley (Nursery Manager)