

St Michael's Pre-school

Safeguarding and Welfare Requirement: Suitable People

Providers must ensure that adults looking after children are suitable to fulfil the requirements of their roles.

2.8 Conflict of Interest

Policy Statement

A conflict of interest is a situation in which an individual has competing interests and loyalties. A conflict of interest can exist in several kinds of situations:

- With a public official whose personal interest's conflict with his/her professional position.
- With an employee who works for one company but who may have personal interests that compete with his/her employment.
- With a person who has a position of authority in one organisation that conflicts with his or her interests in another organisation.
- With a person who has conflicting responsibilities.

Examples:

- A member of staff is related to a child within the provision.
- The Manager of the provision has a close friendship with one of the families.
- A member of staff has a close relationship with the registered body of the provision (i.e. proprietor, Manager).
- A member of staff holds a second employment.
- A member of staff has connection with families within their workplace through social networking.
- A member of staff provides babysitting services for a family of the provision.

A close relationship is defined as such by virtue of association, which is a family relationship, personal partnership, civil partnership, or marriage. This may also apply to close friendships, guardianships (Godparent) or business partner).

EYFS key themes and commitments

A Unique Child	Positive Relationships	Enabling Environments	Learning and Development
1.3 Keeping safe	2.2 Parents as partners	3.4 The wider context	

Procedure

Professional practice within the workplace:

- No employee should allow their outside activities to interfere with their work. They should not allow any conflicts between their duties or their private interest to affect their ability to carry out their duties effectively.
- No employee should make use of or exploit the provision, their connection with the provision or information obtained in the course of their duties to further their own private interest.
- No employee should act in a manner likely to bring the provision into disrepute or effect the reputation of the business.
- Adults should be aware that behaviour in their personal lives may impact upon their work with children. Adults should understand that the behaviour and actions of their family members may raise questions about their suitability to work with children.
- Employees have a duty to disclose any potential or apparent conflict of interest which may affect their ability to carry out their role. Any employee who believes that they may have a conflict of interest should consult the Pre-school Management Committee and complete a declaration of conflict-of-interest form.
- Adults should always approve any planned social contact with children or families with management. Report and record any situation which may place a child at risk, or which may compromise the setting or the own professional standing.
- Employers have a duty to take reasonable steps to prevent conflict of interests within the workplace. i.e., re-deployment of staff if related to a child in their care.

Any failure to declare a conflict of interest will be viewed as a serious issue and those who fail to identify and declare any conflicts of interest (actual, potential, or perceived) will fail to comply with their responsibilities under this policy.

This policy and procedure will be reviewed periodically giving due consideration to any legislative changes.

This policy was adopted at a meeting of

St Michael's Pre-school

Held on

_____ (date)

Date to be reviewed

_____ (date)

Signed on behalf of the management committee



Name of signatory

_____ Ellena Lloyd

Role of signatory (e.g., chair/owner)

_____ Committee Chair