

Safeguarding and Welfare Requirement: Information and Records

Providers must maintain records and obtain and share information to ensure the safe and efficient management of the setting, and to help ensure the needs of all children are met.

10.4 Loss and Bereavement Policy

Policy statement

Loss and bereavement are an inevitable part of living and growing.

It is important to equip children with the reality of loss and change so they can develop their own appropriate range of emotional, spiritual and intellectual responses to deal with these experiences.

We believe that the ethos at Witchford Rackham Pre-school – based on openness and mutual support – provides the framework in which these experiences can be realised in an enriching and supportive manner.

The aim of this policy is to communicate to staff, committee, parents, visitors and children, how loss and bereavement are approached in this setting.

This policy outlines guidelines for action in the event of bereavement or significant loss.

Procedures

The manager will co-ordinate the settings response. We will use guidance from 'Managing Bereavement in Cambridgeshire Schools' by Cambridgeshire County Council.

As far as possible all staff will be informed together, by way of an emergency meeting or telephone call, as appropriate. Our aim is to ensure that no-one close to the situation finds out by chance.

- The family's wishes will be sought as soon as appropriate to do so and the pre-school will act on their wishes.
- The manager will have a meeting with the family prior to a pre-school child returning to pre-school following the death of one of their close relatives. At this meeting the family's wishes will be sought. We will discuss relevant issues such as how we can best support the child and family, and permission will be sought to inform the other families attending pre-school. The family's wishes will be followed where appropriate.
- A quiet area will be provided for private discussion.
- An individual member of staff will be identified to keep in touch with the family, to ensure that contact does not come to an abrupt end after the initial attention.
- This will usually be the manager of the child's key-worker.
- Any intentions to act in a particular way will be shared with the family concerned.

- Family religion and cultural diversity will be considered throughout the process. We will offer time and guidance to parents/carers and assist in contacting relevant professionals if necessary.
- There may be a range of strategies that we adopt in the days/weeks following a loss. Decisions about which to take will be determined following discussions with the family concerned.

Outcomes

It is hoped that this approach will have the following outcomes:

- Staff
 - Will be better prepared for their role in this situation.
 - Will be given time and space to work through their own feelings and will support each other in this.
- Children
 - Will be offered sensitive support by staff at Witchford Rackham Pre-school.
 - Will be helped to come to terms with their own feelings and become better able to cope with loss. They will be particularly well supported through our work in the area of personal, Social and Emotional Development.
 - Will be supported through the use of appropriate stories and other resources.
 - Will be supported in addressing any fears they may have in relation to their own lives and situations.
- The Family
 - Will be supported in a way that meets their individual needs.
 - Will have opportunities to express feelings related to the loss.
 - Will have access to resources for family use, to help with dealing with bereavement.
 - Will have access to supportive members of staff, and a space in which to talk in confidence.
- The Parents
 - Will experience a close partnership with Witchford Rackham Pre-school.
 - If they request it, will receive guidance on effective, sensitive and individual ways in which to support their children.
 - Will have access to any support that may be needed to prepare their own responses to bereavement.

This policy was adopted at a meeting of Witchford Rackham Pre-school

Held on _____

Signed on behalf of the
Management Committee _____

Name of signatory _____

Role of signatory

Date to be reviewed
