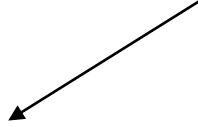
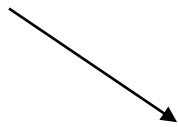


Poppies Nursery Group

Poppies

Poppyfields



Registered person and Group Manager
Joanne Rowland

(Responsible for ensuring ideology & ethos of Poppies is maintained, commitment to EYFS is upheld & ensuring quality remains optimum. Responsibility for safeguarding children, safer recruitment & staff well-being. Responsible for keeping updated of legislation. Responsible for all Policies & Procedures.

Deputy Group Manager
Karen Finneran

. Supporting Joanne in role. Overall responsibility of group in the absence of Joanne)

Administration Manager
Becky Cook

Parents Accounts Team
Becky Cook, Charlotte Cory, Mary Taylor
(Responsible for raising invoices/ account queries)

Session Supervisors

(To supervise a session by maintaining the ideology, ethos, EYFS tenets & quality of the Group & supporting Joanne & Becky in their roles)

Session Supervisors

Karen Finneran
Nicky Watson



Session Deputy Supervisors
(To support the session supervisor. To step into role of supervisor in their absence)
Margo Daniels



Staff Team

Karen Finneran
Nikki Watson
Brad Croft



Session Deputy Supervisors
(To support the session supervisor. To step into role of supervisor in their absence)
Tracey Wild



Staff Team

- Each staff member takes responsibility for planning by annotating plans & providing next steps.
- Health & safety issues are reported to both H&S officer & Group Manager.
- Each staff member refers all Safeguarding issues to both Group Manager & relevant Safeguarding officer. Safeguarding officers in addition to Joanne, are Karen & Jane.
- Each staff member will have responsibilities: SWOT, Key children, SEF input, team work & will refer any ideas/ concerns to Group Manager for discussion/ evaluation.