



KEY KAIAKO POLICY

RATIONALE:

In order for children to develop a sense of trust and security within the environment it is important that they have one key person with whom they can create a secure base. We believe all learning happens within the context of relationships.

TE WHAARIKI (ECE CURRICULUM):

Well-being – Goal 2: children experience an environment where their emotional well-being is nurtured.

PROCEDURES:

- Each child in the centre will be assigned a Key Kaiako. Careful consideration will go into assigning a teacher to a particular child and their family, taking appropriate shifts of staff into consideration.
- A secondary key teacher will be assigned after careful observations. A secondary key teacher is important for smooth care routines, especially if the first key teacher is absent. The child's preference is taken into account for secondary key teaching.
- We respect and celebrate that the child's primary caregiver is and always will be the parents or guardian. The centre Key Kaiako acts as a support to the parents and family as well as the child – it's a 3-way partnership.
- Primary key teaching responsibilities are to:
 - Build and maintain strong relationships with child and whanau, whanaungatanga.
 - To become very familiar with child's day, their rituals at home and to ensure while here at Akoranga Preschool their day flows the way it should
 - Ensure all planning and assessment for the child is documented and inline with their current planning.
- The key teacher approach works successfully when there is a whole team approach. This ensures the key teacher relationship is not an exclusive one and all information will be shared with their other teachers in the centre either verbally or through a notebook system which is kept in the main room.
This notebook is for teaching staff only.
- The key teacher will make themselves available to the parents by being the first point of contact for whanau through all of our systems.
- As much as possible the key teacher will be involved with the child's care routines and rituals.
- If Whanau feel for any reason that the current key teacher is not a suitable match, then respect will be given for a change of key teacher. The team leader and centre manager will ensure the best outcome is reached for all children.

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