



**Early Years Scotland**  
**A Code of Practice for Early  
Learning and Childcare Settings**



## Early Years Scotland Statement

Early Years Scotland (EYS), as the leading national organisation that invests in our youngest children pre-birth to 5, delivers and supports high quality Early Learning and Childcare for children and families across Scotland. We aspire to see a Scotland where every baby and young child's life chances are enriched by high quality experiences and an equal and excellent start in life.

## Early Years Scotland Member Agreement

By becoming a member of Early Years Scotland, your setting agrees to adopt the principles set out in this Early Years Scotland Code of Practice for members, in order that children will receive the highest quality Early Learning and Childcare, delivered by a high-quality professional workforce.

Early Years Scotland believes that by adhering to the EYS Code of Practice and principles of membership, settings will be able to support the provision of rich, vibrant learning environments where everyone is valued for the contribution they make, including children, parents/carers and staff. Adhering to these principles will ensure that through reflective practice, and the recognition of legislative documents and guidance procedures, early years settings will provide an inclusive approach to develop the potential of every child, ensuring positive outcomes for all.

## EYS Code of Practice & Principles of Membership

1. You will offer a safe, welcoming and nurturing environment for all children with the importance of play as the context for a child's learning and development. No child will be excluded or disadvantaged because of their ethnicity, culture, religious beliefs, language, family background, additional support needs, disability, gender or ability. You will comply with the Care Inspectorate's registration requirements for children of a specific age only, to be admitted to the setting, ensuring that the service provided is age and stage appropriate.
2. You will ensure that there is a designated Child Protection Officer who has overall responsibility for child protection. They will be responsible for ensuring all relevant procedures are followed to support the safeguarding of all children.
3. Getting it right for every child (GIRFEC) will be at the centre of your approach to improving the experience of all children.
4. You will be aware of and will safeguard children's rights. You will ensure the rights of the child are always followed, in accordance with the UNCRC, by listening to children and ensuring that they are active participants in their own learning. The Scottish Government's ten-minute training tool on children's rights is recommended for all staff to complete. To access this visit: <https://earlyyearsscotland.org/professional-learning/uncrc-training-tool>
5. You will ensure that all children have access to a skilled, qualified and reflective workforce who put children at the centre of all they do, and who view continuous professional learning as pivotal to high quality practice. Your setting will recognise and value the significant contribution made by staff in providing a high-quality service. Training and development opportunities will be provided for all staff, to enable them to carry out their roles effectively.
6. As an effective employer, you will ensure that safe recruitment and selection practices are followed. You will ensure that all staff have been recruited safely by referring to the Care Inspectorate guidance - **Safer Recruitment Through Better Recruitment (2016)**. You will comply with the requirement under the Regulation of Care (Scotland) Act 2001 for early education and childcare workers to hold or be working towards achieving a qualification that is recognised and meets the criteria of the Scottish Social Services Council (SSSC) for professional registration. All early education and childcare workers will hold registration with the SSSC or other approved registration bodies. Non-qualified staff will be working towards achieving a nationally recognised qualification that is relevant and appropriate to the role they are undertaking.
7. You will ensure that all new staff take part in the **National Induction Resource** to ensure that they are well supported in developing the skills they need in their role. The National Induction Resource is available on the Care Inspectorate's website at: <https://hub.careinspectorate.com/media/3528/early-learning-and-childcare-national-induction-resource.pdf>



8. You will plan and develop a curriculum or guidance suited to the needs of the individual child using **Pre-Birth to Three Positive Outcomes for Scotland's Children and Families National Guidance, Curriculum for Excellence, Realising the Ambition: Being Me - National Practice Guidance for early years in Scotland**, and the **Children & Young People (Scotland) Act 2014**. You will aim to deliver early learning and childcare which leads to the best outcomes for your children and their families by monitoring and evaluating the provision using **How good is our early learning and childcare? (HGIOELC)**. Visit: <https://education.gov.scot/improvement/self-evaluation/how-good-is-our-early-learning-and-childcare>
9. If you are in partnership with a local authority to deliver the funded entitlement of 1,140 hrs, as a funded provider, you will adhere to the **'Funding follows the child and the national standard for early learning and childcare providers: principles and practice'** document. Visit <https://www.gov.scot/publications/funding-follows-child-national-standard-early-learning-childcare-providers-principles-practice>
10. You will work in partnership with parents and carers to ensure that you meet the needs of the children and their families holistically, as well as supporting and enriching the home learning environment. You will acknowledge the parents' role as the prime educator of their child and will encourage them to work closely with the setting to promote the child's learning and development. Parents will be regularly consulted formally about their child's progress, and informally, daily. Parents will be kept fully informed regarding any planning for their child's learning and development and will be invited to contribute to this.
11. You will work in partnership with other agencies to ensure that you meet the needs of the individual child, including children who require additional support and children with English as an additional language. As all children are different and have individual needs and learning styles, in order that all children can reach their full potential, some may require additional support. This support may be given long term and /or short term. You will monitor progress regularly to ensure that what is being provided is appropriate.
12. Everyone is entitled to high quality care and support tailored to their needs and choices. You will ensure continuity of the highest levels of care and support, focusing on the experiences of your service users and their outcomes by following the guidance set out in the **Health and Social Care Standards: my support, my life**.
13. You will ensure that your practice is supported by policies defined by current legislation such as the **Children & Young People's Act (Scotland) 2014, Education (Additional Support for Learning) Act (Scotland) 2004** and the **UNCRC**. You will set Early Learning and Childcare policies that will be adhered to by all. These policies will be made available to all service users. Policy guidance templates can be downloaded from the **My EYS** section of the Early Years Scotland website.
14. You will be aware of the need for confidentiality in professional practice at all times. Confidential information received will not be disclosed unless required by law or to protect the interest or welfare of the child. You will refer to policy on the General Data Protection Regulation (GDPR).
15. You will always act with due care and diligence for the benefit of children and families in your care.
16. You will ensure that your Early Learning and Childcare setting has the adequate insurance cover required to operate and meet your contractual requirements. Early Years Scotland can help arrange this cover if required.



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