

Beatle Woods
Values & Vision Policy

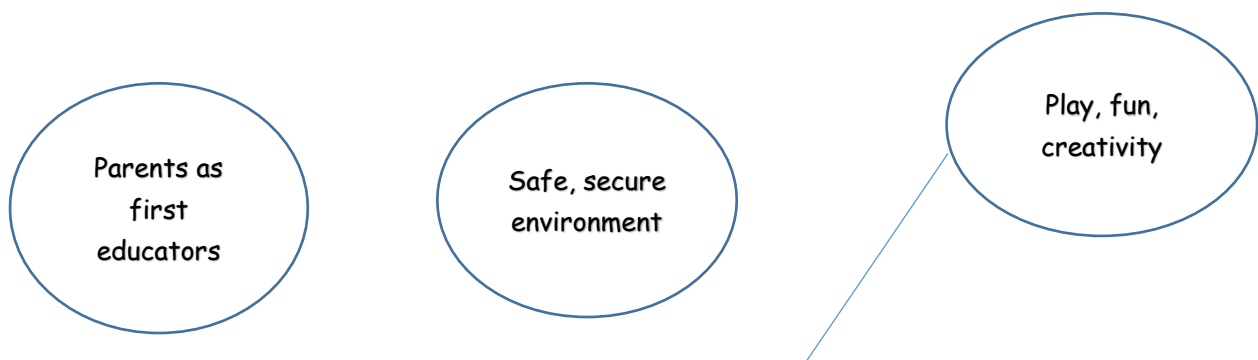
Beatle Woods work within a strong set of values that place children and their parents and carers at the core of what we do. We believe that our practitioners and families have the right to expect and receive high quality services and that our staff are valued and respected.

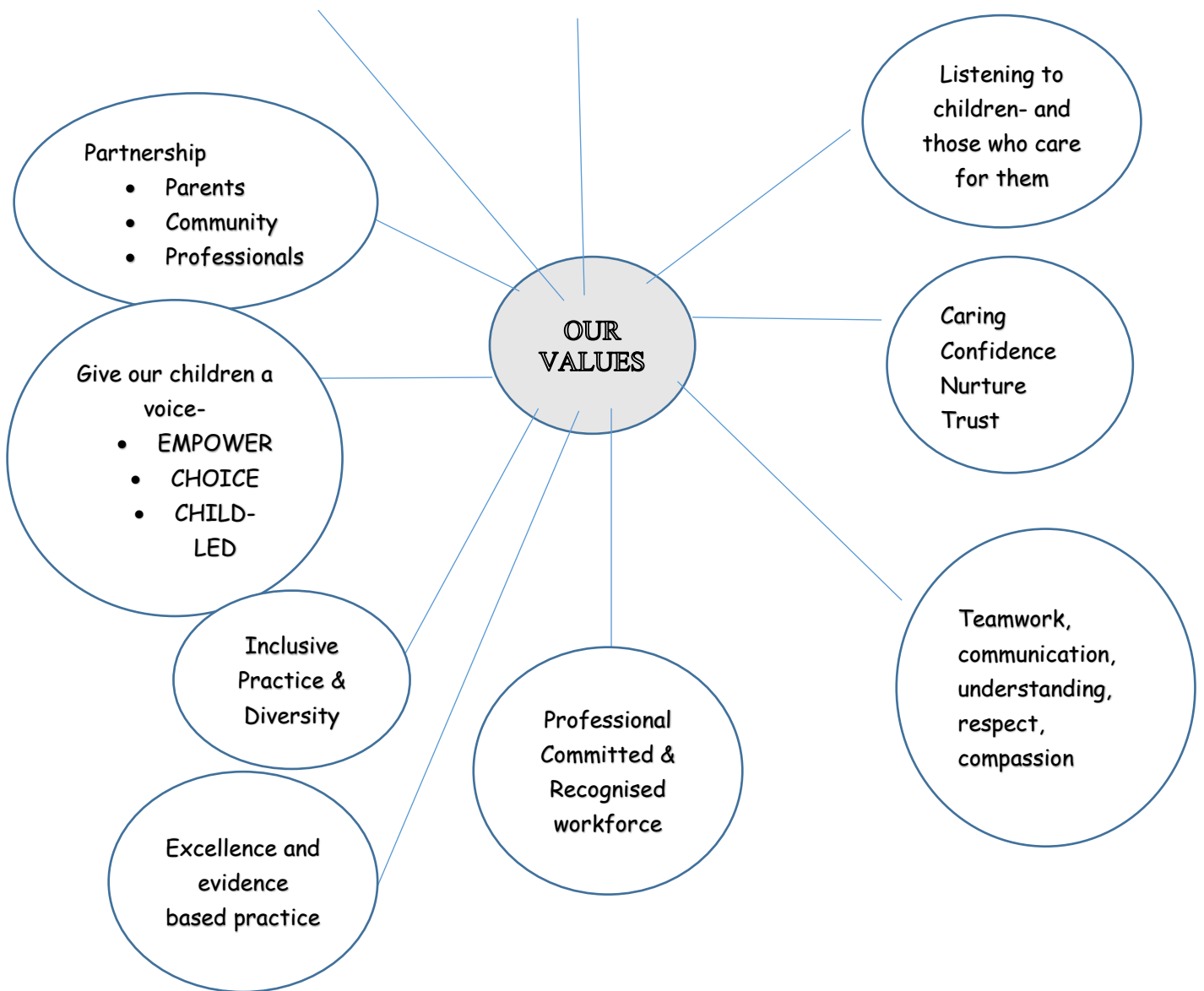
In order that we can provide an exceptional service, we need to understand what we can do for our staff and our families and for one another. Being values-led means we look at *how* we work together and our attitude to work. Applying these values and their underpinning behaviours will give us clear and positive guidance about what our values look like in practice and what we can do to make the most of our values. At Beatle Woods there is an emphasis and focus on how we work together collaboratively and how this will determine what we achieve.

We need to encourage each other to attain our personal and collective best, continually striving for improvement and recognising that we each have a crucial part to play. The values that we have developed underpin our whole approach and the outcomes we strive to accomplish.

We believe that if we can get the right people who believe in the right core values, then both they and our setting will succeed.

It is important for us to share how this work has evolved. The values and behaviours set down in this policy are what the staff working here said was important to them. These values serve not only to define what it looks like to work at Beatle Woods but also to demonstrate a high respect culture for all in our community- children and their parents and carers, practitioners, other agencies and users of our service.





INTRODUCTION

What is this information about?

The following information describes the behaviours we should be demonstrating whilst undertaking our work roles. These identify *how* we go about our work in order to meet our objectives. These form part of the whole Beatle Woods 'ethos', our approach to working together and underpin our mission and values.

What are behaviours?

Behaviours are critical factors that characterise how well we work together. These will distinguish what makes working at Beatle Woods 'unique'. We all require support to ensure we have the necessary skills and knowledge to undertake our roles effectively, but the behaviours go beyond this to communicate our way of working.

How do the behaviours fit with the values?

The core values of Beatle Woods are:

- Listening to children and those who care for them
 - Give children a voice- empower, give choice and provide child-led environment
 - Play, fun, creativity
 - Safe, secure environment
 - Caring, confidence and nurture
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- Parents as first educators
 - Partnership with parents, carers
 - Community involvement and development
 - Inclusive and diverse practice
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- A professional, committed and recognised workforce
 - Teamwork: understanding, respect and compassion
 - Excellence and evidence based practice

Combined with the behaviours, these describe how we need to behave if we are to build a high-performing, values-driven work environment.

This information identifies and defines the behaviours that promote these values. This helps to ensure we have a shared understanding of the expectations and standards required. The level of application and the opportunity to display some of the behaviours will of course depend on our specific roles and may vary accordingly.

Why are the behaviours important?

These behaviours are important because they:

- Describe how we will work effectively together
- Describe what is acceptable behavior
- Bring the values of Beatle Woods to life
- Provide a common language

- Provide a basis for analyzing team and individual training needs
- Provide a basis for recruiting staff with our shared values
- Provide a consistent, fair and objective basis for discussing performance
- Provides transparency for all service users and external agencies like Ofsted and the Local Authority

How were the behaviours developed?

The behaviours are based on the views of staff working at Beatle Woods. Following a period of consultation with all staff, we arrived at the list set out above. Over time we collectively considered what our values might look like in practice. We considered each value and set out those behaviours which we believed had a positive impact on the ethos and outcomes of Beatle Woods as well as those which had a negative impact (those behaviours which didn't add value).

How will the behaviours be used?

This document provides guidance to all staff on the behaviours that support the overall ethos of our setting. This document will be used as a basis for:

- Selecting and recruiting the right people
- As part of the induction and probation process to support new staff
- For discussion at team meetings and 1:1 meetings
- For a discussion of values within the relevant section of the appraisal process

We demonstrate our commitment to our values by the behaviours below.

Champions the rights of children:

Remembers at all times that Beatle Woods strives to create a world where children are strong, competent and visible in their communities; physically and emotionally healthy; eager and able to learn and respectful of difference.

- Supports staff, members, branches, parents and management committees to be a strong voice for children.
- Uses opportunities to champion rights of the child.
- Speaks and acts in a way that demonstrates an understanding of how own job contributes towards the achievement of team/department objectives.
- Communicates in a way which demonstrates understanding and belief in our vision and values.
- Treats everyone with respect and behaves consistently towards colleagues, external customers and users of our services.
- Takes time and makes an effort to keep up to date with issues that affect own area of work.
- Actively promotes community development.

Builds trust

Creates an environment of trust through communicating in an open and honest way.

- Supports an open environment where feedback is given in an open and positive way and encourages colleagues to do the same.
- Consults with children and those who care for them.
- Values people, appreciates the different abilities, strengths and expertise that different staff, members, branches, parents and management committees contribute to a situation.
- Meets commitments to colleagues and Pre-School service users.
- Demonstrates honesty and integrity, respects confidentiality.

- Shares ideas, learning and experience with other team members and encourages others to do so.

Inspires leadership

Leads by example and encourages leadership in others.

- Supports Early Years vision and values, is consistent in words and actions.
- Encourages colleagues to act in support of our vision and values.
- Acts as a role model for colleagues.
- Strives to develop to his/her full potential to achieve high performance.
- Willingly accepts change and encourages others to do the same.
- Demonstrates accountability for the organisation's resources and funds.

Promotes teamwork

Promotes collaboration and teamwork.

- Is supportive and co-operative, adopts a 'we're in this together' approach and works with colleagues to achieve team and department objectives.
- Support colleagues; works together to solve problems.
- Shares important and relevant information with others in the team.
- Works with others to ensure the delivery of service and quality.
- Recognises when someone needs help and offers assistance.
- Does fair share of work of the team, pulls their weight.

Champions the brand

Makes the most of opportunities to gain positive exposure for Beatle Woods.

- Is flexible and adaptive, works to get the best value for Beatle Woods.
- Portrays a positive image when dealing with colleagues, member groups, external contacts and other organisations.
- Thinks creatively, finds different ways of doing things.
- Acts in a way which demonstrates strong commitment to the organisation and its stakeholders.

Delivers results

Provides a service that meets or surpasses the expectations of internal and external customers and stakeholders.

- Works to provide an excellent service that is appropriate for children, parents and management committee.
- Asks for feedback on how to improve performance and demonstrates an interest in learning.
- Learns from mistakes and builds learning into future plans.
- Values, praises and rewards effort and good performance and celebrates success.
- Demonstrates enthusiasm in tackling tasks and activities and completes them to agreed standards and quality levels.
- Meets commitments and promises to staff, external customers and stakeholders.
- Shows determination and tenacity when facing problems, does not give up easily; deals with setbacks in a positive way.
- Delivers projects and activities to agreed deadlines.

