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**14. Special Consideration for Employees Policy**

At Guildford Montessori Nursery School, All Saints we recognise that certain employees such as young persons, new and expectant mothers and persons with a disability may require special consideration.

**Legal requirements**

The nursery school follows the legal requirements set out in The Management of Health and Safety at Work Regulations 1992 and the Equality Act 2010. Our Health and Safety Policy has regard to any employees requiring special consideration at the commencement of employment and during the course of it. The following procedure is followed.

**Procedure**

The nursery manager and registered person:

* Assess any employee requiring special consideration in conjunction with the individual on induction to the nursery school or when their condition or disablement comes to light
* Carry out any risks assessments if needed relating to the occupation of such workers
* Agree with the worker any necessary special measures such as training and supervision, arrangements, modifications and medical surveillance
* Carry out further assessments and reviews at least annually, or if and when any changes to the special circumstances or environment occur.

**Disabilities**

If you are disabled or become disabled, we encourage you to tell us about your condition so that we can consider what reasonable adjustments or support may be appropriate.

**Part-time and fixed-term work**

Part-time and fixed-term employees should be treated the same as comparable full-time or permanent employees and enjoy no less favourable terms and conditions (on a pro-rata basis where appropriate), unless different treatment is justified.

| **This policy was adopted on** | **Signed on behalf of the nursery** | **Date for review** |
| --- | --- | --- |
| *07.01.2025* | *E.Buchholdt* | *January 2026* |