

COMPLIMENTS POLICY

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Version	Change Detail	Latest Review Date	Date of Next Review	Updated By:
1.1	Annual Review	01/08/2023	31/07/2024	Shabir Siddiq
1.2	Annual Review	01/08/2024	31/07/2025	Shabir Siddiq
1.3	Annual Review	01/08/2025	31/07/2026	Shabir Siddiq

PURPOSE

To encourage and record positive feedback, celebrating excellent practice and maintaining strong relationships with families.

POLICY STATEMENT

At Mi Nurseries, we value open communication and strong partnerships with families. We believe that recognising and celebrating positive feedback contributes to a motivated, reflective, and high-performing team.

AIMS

- To create a culture where compliments and positive feedback are welcomed and shared.
- To ensure that all staff receive recognition for their commitment and quality of care.
- To use positive feedback to inform continuous improvement.

PROCEDURE

1. Receiving Compliments

- Compliments may be given verbally, in writing, or through the Parent Zone app.
- Staff will thank parents and acknowledge the feedback promptly.

2. Recording and Sharing

- All compliments will be recorded in the "Compliments Log."
- The Nursery Manager will share compliments with the staff team during meetings or supervision sessions.

3. Using Feedback

- Positive comments may be included in staff appraisals or newsletters.
- Compliments will be reviewed periodically to identify strengths and share best practice across the setting.

Signed on behalf of Mi Nurseries:

