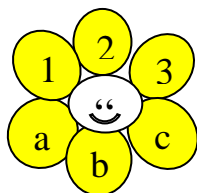


North Leigh Pre-school



Safeguarding children

7. Maintaining children's safety and security on premises

Policy statement

We maintain the highest possible security of our premises to ensure that each child is safely cared for during their time with us.

EYFS key themes and commitments

A Unique Child	Positive Relationships	Enabling Environments	Learning and Development
1.3 Keeping safe	2.2 Parents as partners		

Procedures

Children's personal safety

- We ensure all employed staff have enhanced checks for criminal records with the Disclosure and Barring Service.
- Adults do not normally supervise children on their own.
- All children are supervised by adults at all times.
- Whenever children are on the premises at least two adults are present.
- We carry out risk assessment to ensure children are not made vulnerable within any part of our premises, nor by any activity.

Security

- Systems are in place for the safe arrival and departure of children.
- The times of the children's arrivals and departures are recorded.
- The arrival and departure times of adults - staff, volunteers and visitors - are recorded.
- Our systems prevent unauthorised access to our premises.
- Our systems prevent children from leaving our premises unnoticed.
- The personal possessions of staff and volunteers are securely stored during sessions.
- Staff members do not carry personal mobile phones while working in the setting. Staff members are asked to switch off phones at pre-school or place them in the designated container on the administrator's desk so that they are available for emergency calls only.
- Visitors to pre-school must not use mobile phones in the setting.

This policy was adopted by North Leigh Pre-school Management Committee

On 16th June, 2019

Signed by Chairperson – Mrs. Evelyn Cookson _____