

Froxfield Pre-School

Maintaining children's safety and security on premises Policy



Policy statement

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

Procedures

Children's personal safety

- All employed staff have been checked for criminal records via an enhanced disclosure with children's barred list check through the Disclosure and Barring Service.
- 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 assessments 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 –volunteers and visitors - are recorded.
- Systems are in place to prevent unauthorised access to our premises, with doors kept locked at all times.
- Children are unable to leave the premises unnoticed.
- Visitors are escorted on the premises at all times.
- Our staff check the identity of any person who is not known before they enter the premises.
- The personal possessions of staff and volunteers are securely stored during sessions.

This policy was adopted by	Froxfield Pre-School	<i>(name of provider)</i>
On	4 th May 2021	<i>(date)</i>
Date to be reviewed	May 2022	<i>(date)</i>
Signed on behalf of the provider		
Name of signatory	Vickie Farrow	
Role of signatory (e.g. chair, director or owner)	Headteacher	