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 and strict adult to child ratios are adhered too, in line with the EYFS Framework.
- 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. In the event of an intruder into the pre-school grounds, suspected of intending harm or an aggressor outside of the pre-school/on the field or carpark, a whistle will be blown and staff will accompany the children into the hall cupboard, in a calm manner, so as not to cause fear amongst the children. The cupboard will then be locked from the inside.
- 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	*(name of provider)*
On	05/05/2026	*(date)*
Date to be reviewed	May 2027	*(date)*
Signed on behalf of the provider		
Name of signatory	Vickie Farrow	
Role of signatory (e.g. chair, director or owner)	Headteacher	