

8.2 Maintaining children's safety and security on premises

Policy statement

At Filton Park Pre-School Playgroup we maintain the highest possible security of our premises to ensure that each child is safely cared for during their time with us.

Procedures

Children's personal safety

- We ensure all employed staff have been checked for criminal records via an enhanced disclosure through the Disclosure and Barring Service
- Adults do not normally supervise children on their own
- Staff aim to supervise all children by keeping them in sight, but there may be occasions when the needs of other children mean that this is not possible
- 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 - 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.

Other useful Pre-school Learning Alliance publications

- Managing Risk (2009)

This policy was adopted at a meeting of	Filton Park Preschool Playgroup	<i>(name of provider)</i>
Held on		<i>(date)</i>
Date to be reviewed	Nov/Dec 2020	<i>(date)</i>
Signed on behalf of the provider		
Name of signatory	Adrian Reed	
Role of signatory (e.g. chair, director or owner)	Chair	