

General Safeguarding and Welfare Requirement: Safety and suitability of premises, environment and equipment.

Providers must take reasonable steps to ensure the safety of children, staff and others on the premises.

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.



Procedures

Children's personal safety

- We ensure all employed staff have been checked for criminal records by the Disclosure and Barring Service.
- Adults do not normally supervise children on their own, except during nappy changing and toileting. (See the relevant procedures.)
- 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 in accordance with our risk assessment policy.

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 adult visitors to the setting are recorded.
- Systems are in place to prevent unauthorised access to our premises.
- Systems are in place to prevent children from leaving our premises unnoticed.
- The personal possessions of staff and volunteers can be securely stored during sessions.

This policy was adopted at a board meeting of Hopscotch Playgroup, held on the 19th March 2013.

Reviewed 11th March 2014

Reviewed 18th March 2015

Reviewed 15th March 2016

Reviewed 24th June 2017

Reviewed 20th March 2018

Reviewed 18th March 2019