

General Welfare Requirement: Safeguarding and Promoting Children's Welfare

The provider must take necessary steps to safeguard and promote the welfare of children.

Safeguarding children

1.9 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 has been checked for criminal records by an enhanced disclosure from the Criminal Records Bureau.
- Adults do not normally supervise children on their own.
- All children are supervised by adults at all times both inside and outside.
- 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.
- All areas of the school are risk assessed and recorded at the beginning and end of every session.

Security

- Systems are in place for the safe arrival and departure of children.

One member of staff is always present in the entrance area once the front door is unlocked
Parents bring children into the cloakroom/reception area. Staff and parents supervise children until they are in the main room.

All doors leading to outside in the main room are shut before children are admitted.

The fire exit in the classroom is shut before children are admitted.

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.
- ID is always asked for from visitors.
- Our systems prevent children from leaving our premises unnoticed.
- The personal possessions of staff and volunteers are securely stored during sessions with all cameras and phones belonging to staff are locked away.

This policy was adopted at a meeting of	<u>Helmdon Acorns Pre-school</u>	name of setting
Held on	<u>10th June 2010</u>	(date)
Date to be reviewed	<u>June 2011</u>	(date)
Signed on behalf of the management committee		
Name of signatory	<u>Rachel Wheeler</u>	
Role of signatory (e.g. chair/owner)	<u>Chair</u>	

Other useful Pre-school Learning Alliance publications

- Risk Management in Early Years Settings (2007)