

**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.

## 8.2 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 via an enhanced disclosure with children’s barred list check through the Disclosure and Barring Service.
- Adults do not normally supervise children on their own.
- All children are supervised by adults at all times, with exception being made to junior school children who may be allowed to play in the ball park etc. at our staffs discretion.
- 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.
- Our systems prevent unauthorised access to our premises.
- Our systems prevent children from leaving our premises unnoticed.

This policy was adopted by

Milford Pre-School Plus Ltd

On

4<sup>th</sup> December 2013

Date to be reviewed

By December 2016

Signed on behalf of the provider

Name of signatory

Sarah Reeves

Role of signatory (e.g. chair, director or owner)

Director

## **Other useful Pre-school Learning Alliance publications**

- Managing Risk (2009)