

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.

Safety and Suitability of Premises, Environment and Equipment

Policy statement

At Jack and Jill's 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 staff, committee members, bank staff have all been checked for criminal records via an enhanced disclosure through the criminal records bureau.
- Adults do not supervise children on their own
- All children are supervised by adults at all times.
- Whenever children are in the setting at least 2 members of staff are present.
- We carry out risk assessments to ensure children are not made vulnerable within any area within our setting, 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 departures of all staff, visitors, and volunteers are recorded.
- Our system prevents unauthorised access to our premises.
- Doors are locked at all times to keep the children safe.
- The personal possessions of staff and volunteers are securely stored during sessions.

Useful publications

- Managing risk (2009)

This policy was adopted at a meeting of

Jack and Jill's Preschool

Held on:

16th March 2015

Date to be reviewed:

November 2017

Signed on behalf of the committee:

Name of signatory:

Role of signatory:

Date Reviewed	Any amendments Signature
23 rd November 2016	

