

HELLO VISITOR 😊

Welcome to Sandy Bears Nursery and Pre School

Please take a few moments to read our code of conduct before entering the rooms...



1. Following the latest Gov guidance, you must not enter if you have had Covid symptoms in the last 10 days or been in contact with anyone who has tested positive for Covid 19. (Please ignore this point if guidance has changed, a member of staff will be able to answer any questions)
2. Your mobile phone/ camera must kept in your pocket or bag at all times this complies with our 'keeping children safe' policy.
3. A member of staff will lock the door behind you when entering, a trained member of staff will only open this door. Please do not unlock or answer the main door
4. Enter the setting with only a smile on your face, we want warm and happy visitors and smiles are contagious! 😊
5. You must not enter the setting if you are under the influence of alcohol, medication or any substances that have affected your judgements or responses
6. Please do not smoke on the premises
7. In the event of a fire, fire exits are clearly labelled on the front and rear of the building. You will be informed if a fire drill is scheduled to take place today
8. You must sign in and out of our visitors book when entering and leaving the building
9. The toilets are situated to your left as you walk in.
10. We encourage a loving and friendly approach to all children at our setting which includes lots of cuddles. However, we ask visitors to respect they are strangers to these children and all our staff have had appropriate Dbs checks before having this contact with them
11. We ask any adult entering our setting to model good language and behaviour towards both staff and children. Any threats, abusive language or rudeness towards our team will not be tolerated and you will be asked leave the premises immediately.
12. If you wish to raise a complaint or concern please speak to a member of management who will arrange a meeting with you if required
13. If a child discloses any sensitive information to you or gives you cause for concern please speak to our designated safeguarding officer or a member of management. No concern is too small. All information is recorded
14. If you have any feedback, suggestions or ideas to help us improve our environment or practice please inform one of our team or email us 😊
15. As we have children with food allergies in our setting, we ask if you have any food, drink or medication to please keep this in your bag or inform a member of staff and they will place it in a labelled container in the correct storage for you
16. Your bag must be kept in the staff room or with you at all times
17. Please inform a member of staff if you require any medical assistance during your visit to Sandy Bears or if you have any medical conditions we should be made aware of. All our staff are fully first aid trained and are happy to help
18. We promote messy play so there's a chance you might not come out as clean as you come in! ☺ We hope you enjoy your visit; all staff are available to answer any questions you may have. Please remember one last thing.... HAVE FUN! :)