

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 at Chudleigh Pre-school.

Procedures

Children's personal safety

- We ensure all employed staff have been checked for criminal records via an enhanced disclosure through the DBS and sign up to the update service for regular checks.
- All children are supervised by suitable adults at all times.

Security

- Systems are in place for the safe arrival and departure of children.
- The times of the children's arrivals and departures are recorded by both staff and those dropping off / collecting the child.
- The arrival and departure times of adults - staff, volunteers and visitors - are recorded.
- Our systems prevent unauthorised access to our premises.
- Our systems prevent children from leaving our premises unnoticed.
- The personal possessions of staff and volunteers are securely stored during sessions.