

Policies and Procedures Register

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Register Updated: 18th August 2025

Doc ID	Document Title	Document Folder	Link to Folder	Author	Document Date	Revision Date	Status	Printed	Approved By	Website
P001	Lost or Left Child	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	4-Mar-23	15-Oct-24	Live	Y	Lee Walsh	N
P002	Complaints Procedure	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	4-Mar-23	25-Jul-24	Live	Y	Lee Walsh	N
P003	Behaviour	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	4-Mar-23	26-Jul-24	Live	Y	Lee Walsh	N
P004	Equality Opportunities Policy	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	4-Mar-23	25-Jul-24	Live	Y	Lee Walsh	N
P005	Ill Child Policy	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	4-Mar-23	15-Oct-24	Live	Y	Lee Walsh	N
P006	Safeguarding	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	4-Mar-23	25-Jul-24	Live	Y	Lee Walsh	N
P007	Health Hygiene and Safety	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	4-Mar-23	25-Jul-24	Live	Y	Lee Walsh	N
P008	Nappy Changing Policy and Procedure	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	4-Mar-23	25-Jul-24	Live	Y	Lee Walsh	N
P009	Additional Learning Needs	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	4-Mar-23	25-Jul-24	Live	Y	Lee Walsh	N
P010	General Data Protection Regulations	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	4-Mar-23	15-Oct-24	Live	Y	Lee Walsh	N
P011	Cultural Diversity	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	4-Mar-23	15-Oct-24	Live	Y	Lee Walsh	N
P012	DBS	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	4-Mar-23	4-Mar-24	Live	Y	Lee Walsh	N
P013	Modern Slavery and Child Trafficking	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	4-Mar-23	15-Oct-24	Live	Y	Lee Walsh	N
P014	The Use of Car Seats	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	4-Mar-23	4-Mar-24	Live	Y	Lee Walsh	N
P015	Visits and Outings	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	4-Mar-23	15-Oct-24	Live	Y	Lee Walsh	N
P016	Whistleblowing	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	4-Mar-23	4-Mar-24	Live	Y	Lee Walsh	N
P017	Safe and Respectful Care	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	4-Mar-23	4-Mar-24	Live	Y	Lee Walsh	N
P018	Special Consideration for Employees (Employment)	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	4-Mar-23	4-Mar-24	Live	Y	Lee Walsh	N
P019	Redistribute Policy Number	--	--	--	--	--	--	--	--	--
P020	Monitoring Staff Behaviour	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	4-Mar-23	4-Mar-24	Live	Y	Lee Walsh	N
P021	Health and Safety in the Office	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	4-Mar-23	25-Jul-24	Live	Y	Lee Walsh	N
P022	Health and Safety	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	4-Mar-23	4-Mar-24	Live	Y	Lee Walsh	N
P023	Fire Information Pack	Sharepoint Fire Safety	Fire Safety	Kate Walsh	4-Mar-23	4-Mar-24	Live	Y	Lee Walsh	N
P024	Document Retention Policy	Sharepoint ICO	ICO	Kate Walsh	4-Mar-23	4-Mar-24	Live	Y	Lee Walsh	N
P025	CIW - Fire Assessment	Sharepoint Fire Safety	Fire Safety	Kate Walsh	4-Mar-23	4-Mar-24	Live	Y	Lee Walsh	N
P026	Admissions	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	20-Jun-24	Live	Y	Lee Walsh	N
P027	Allergies and Allergic Reactions	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	25-Jul-24	Live	Y	Lee Walsh	N
P028	Healthy Snack	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	20-Jun-24	Live	Y	Lee Walsh	N
P029	Nutrition and Mealtimes	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	15-Oct-24	Live	Y	Lee Walsh	N
P030	On line Safety	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	15-Oct-24	Live	Y	Lee Walsh	N
P031	Outdoor Play	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	20-Jun-24	Live	Y	Lee Walsh	N
P032	Road Safety	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	20-Jun-24	Live	Y	Lee Walsh	N
P033	Settling In	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	15-Oct-24	Live	Y	Lee Walsh	N
P034	Sleep	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	15-Oct-24	Live	Y	Lee Walsh	N
P035	Social Media	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	15-Oct-24	Live	Y	Lee Walsh	N
P036	Sterilisation	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	20-Jun-24	Live	Y	Lee Walsh	N
P037	Sun Safety	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	20-Jun-24	Live	Y	Lee Walsh	N
P038	The Use of Dummies	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	15-Oct-24	Live	Y	Lee Walsh	N
P039	Prevent Duty and Radicalisation	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	15-Oct-24	Live	Y	Lee Walsh	N
P040	Domestic Abuse , Honour Based Abuse and Forced Marriage Policy	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	15-Oct-24	Live	Y	Lee Walsh	N
P041	Seperated Families	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	20-Jun-24	Live	Y	Lee Walsh	N
P042	Accidents and First Aid	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	26-Jul-24	Live	Y	Lee Walsh	N
P043	Arrivals and Departures	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	20-Jun-24	Live	Y	Lee Walsh	N
P044	Bereavement	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	20-Jun-24	Live	Y	Lee Walsh	N
P045	Caring for Babies and Toddlers	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	15-Oct-24	Live	Y	Lee Walsh	N
P046	Cleaning Body Fluids	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	20-Jun-24	Live	Y	Lee Walsh	N
P047	Conflict Resolution with Parents & Aggressive Behaviour	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	5-Nov-24	Live	Y	Lee Walsh	N
P048	Early Years Opportunity	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	20-Jun-24	Live	Y	Lee Walsh	N
P049	Food and Drink	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	20-Jun-24	Live	Y	Lee Walsh	N
P050	Food and Play	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	15-Oct-24	Live	Y	Lee Walsh	N
P051	Headlice	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	20-Jun-24	Live	Y	Lee Walsh	N
P052	Multiple Birth Families	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	20-Jun-24	Live	Y	Lee Walsh	N
P053	Parents, Carers and Partnership	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	20-Jun-24	Live	Y	Lee Walsh	N
P054	Participation - Your Voice (Quality)	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	20-Jun-24	Live	Y	Lee Walsh	N

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P055	Toilet Training	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	21-Jun-23	20-Jun-24	Live	Y	Lee Walsh	N
P056	No Smoking	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	22-Jun-23	15-Oct-24	Live	Y	Lee Walsh	N
P057	Access and Storage of Information	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	22-Jun-23	15-Oct-24	Live	Y	Lee Walsh	N
P058	Adverse Weather	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	22-Jun-23	15-Oct-24	Live	Y	Lee Walsh	N
P059	Alcohol and Substance Misuse	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	22-Jun-23	21-Jun-24	Live	Y	Lee Walsh	N
P060	Animal Health and Safety	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	22-Jun-23	21-Jun-24	Live	Y	Lee Walsh	N
P061	Major or Critical Incident	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	22-Jun-23	5-Nov-24	Live	Y	Lee Walsh	N
P062	Environmental Sustainability	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	22-Jun-23	15-Oct-24	Live	Y	Lee Walsh	N
P063	Equipment and Resources	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	22-Jun-23	15-Oct-24	Live	Y	Lee Walsh	N
P064	Fire Safety	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	22-Jun-23	26-Jul-24	Live	Y	Lee Walsh	N
P065	Health and Safety	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	22-Jun-23	26-Jul-24	Live	Y	Lee Walsh	N
P066	Healthy Workplace	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	22-Jun-23	21-Jun-24	Live	Y	Lee Walsh	N
P067	Building Lockdown	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	22-Jun-23	5-Nov-24	Live	Y	Lee Walsh	N
P068	Manual Handling (Lifting Children)	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	22-Jun-23	5-Nov-24	Live	Y	Lee Walsh	N
P069	Safety Checks	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	22-Jun-23	21-Jun-24	Live	Y	Lee Walsh	N
P070	Staff Handbook	Sharepoint Policies and Procedures	Forms (Templates)	Kate Walsh	27-Jun-23	13-Jun-24	Live	Y	Lee Walsh	N
P071	Statement of Purpose	Sharepoint Policies and Procedures	Policies and Procedures	Lee Walsh	13-Jun-23	12-Aug-25	Live	Y	Kate Walsh	Y
P072	First Aid Policy (General)	Sharepoint Policies and Procedures	Policies and Procedures	Lee Walsh	13-Jun-23	26-Jul-24	Live	Y	Kate Walsh	N
P073	Disciplinary Policy	Sharepoint Policies and Procedures	Policies and Procedures	Kate Walsh	13-Jun-24	13-Jun-24	Live	Y	Lee Walsh	N
P074	Medication Policy & Storage	Sharepoint Policies and Procedures	Policies and Procedures	Lee Walsh	25-Jul-24	25-Jul-24	Live	Y	Lee Walsh	N
P075	Anti Bribery	Sharepoint Policies and Procedures	Policies and Procedures	Lee Walsh	5-Nov-24	5-Nov-25	Live	Y	Kate Walsh	N
P076	Biting	Sharepoint Policies and Procedures	Policies and Procedures	Lee Walsh	5-Nov-24	5-Nov-25	Live	Y	Kate Walsh	N
P077	CCTV	Sharepoint Policies and Procedures	Policies and Procedures	Lee Walsh	5-Nov-24	5-Nov-25	Live	Y	Kate Walsh	N
P078	Immunisation	Sharepoint Policies and Procedures	Policies and Procedures	Lee Walsh	5-Nov-24	5-Nov-25	Live	Y	Kate Walsh	N
P079	Menopause	Sharepoint Policies and Procedures	Policies and Procedures	Lee Walsh	5-Nov-24	5-Nov-25	Live	Y	Kate Walsh	N
P080	Transition	Sharepoint Policies and Procedures	Policies and Procedures	Lee Walsh	5-Nov-24	5-Nov-25	Live	Y	Kate Walsh	N
P081	Staff Electrical Devices	Sharepoint Policies and Procedures	Policies and Procedures	Lee Walsh	2-Jun-25	2-Jun-26	Live	Y	Kate Walsh	N