



Safeguarding children

CP11 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 by an enhanced disclosure from the Disclosure and Barring Service.
- Adults never supervise children on their own.
- All children are supervised by adults at all times.
- 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.
- Sleeping children are regularly checked.

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 - staff, volunteers and visitors - are recorded.
- Our systems prevent unauthorised access to our premises.
- Our systems prevent children from leaving our premises unnoticed.
- We check the identity of any person who is not known before they enter the premises.
- The personal possessions of staff and volunteers are securely stored during sessions.

This policy was adopted at a meeting of

Little Fishes Pre-School

Held on

20/9/11

Date to be reviewed

Reviewed: Autumn Term 2022

Next Review: Autumn Term

2023

Signed on behalf of the management
committee

Vicky Baker – Chair

Tracy Parkins - Manager

Other useful Early Years Alliance publications

- Dynamic Risk Management (2017)