# Nursery Childcare Policy - Maintaining Children's Safety and Security on the 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.

**Aims – Children's Personal Safety**

- We ensure that all employed staff have been checked using the DBS system.
- All children are always supervised by adults.
- 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 the premises, or activity.
- Children are encouraged to be independent and take risks according to their age and ability. Safety is always paramount.

**Aims – 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 staff, students and visitors are recorded.
- Our systems prevent unauthorized access to our premises.
- Our systems prevent children leaving our premises unnoticed.
- Parents are reminded regularly about not giving access to any other person without a member of staff being present.
- Parents are requested not to allow their child to press the green exit button in the reception area; this is to safeguard everybody inside the nursery.
- An emergency lockdown policy is in place

**Scope of the Policy**

This policy applies to all parents, children, and staff of the Childcare Facility.

**Associated Policies**

- Safeguarding &Child Protection
- Health & Safety
- Equality & Inclusion
- Managing Children's Behaviour
- Special Educational Needs
- Communication
- Parental Participation
- Code of Conduct for Parents, Guardians, Visitors & Contractors
- Emergency Lockdown
- Intimate Care

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- Admissions & Registration
- Medications & Ill Health
- Record Keeping & Confidentially
- Induction of Staff & Students
- Working in Partnership with Other Agencies
- Transition
- Data Protection & Sharing of Information
- Nappy Changing
- Whistleblowing
- Supervision
- Staff Behaviour
- Internet Use

## Access to the Policy

This policy will be issued to all Childcare Practitioners and made available to the users of the Childcare Facility. A copy of all policies & procedures will be kept in the Managers office and in the reception area for parents/carers to access.

## Post-Holder to Contact

Director of Student Services.

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