

## General Welfare Requirement: Safeguarding and Promoting Children's Welfare

The provider must take necessary steps to safeguard and promote the welfare of children.

## Safeguarding children

### 1.9 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.

#### EYFS key themes and commitments

A Unique Child	Positive Relationships	Enabling Environments	Learning and Development
1.3 Keeping safe	2.2 Parents as partners		

#### Procedures

##### *Children's personal safety*

- In accordance with legal requirements we ensure that all staff employed by Little Shipmates are subject to an enhanced check by the Criminal Records Bureau.
- Parents helping out in the setting on a voluntary basis, who are not subject to Criminal Records Bureau checks, are themselves always supervised by at least one member of staff.
- All children are supervised by adults at all times.
- Whenever children are on the premises at least two adults are present.
- We carry out daily risk assessments to ensure children are not made vulnerable within any part of our premises, nor by any activity.

##### *Security*

- Systems are in place for the safe arrival and departure of children – Login Sheets
- The times of the children's arrivals and departures are recorded - Register
- The names of the individuals dropping off and collecting children are recorded – Login Sheet

- Only individuals known to staff are permitting to collect children.
- The arrival and departure times of adults - staff, volunteers and visitors - are recorded.
- All exits from the setting are alarmed so that staff are immediately aware of anybody entering or leaving the setting. This prevents unauthorised access to our premises and prevents children from leaving our premises unnoticed.
- The personal possessions of staff and volunteers are securely stored during sessions - Office

This policy was adopted at a Committee Meeting on behalf of:

Little Shipmates Pre-School – EY280383

Held on

July 19<sup>th</sup> 2011

Date to be reviewed

July 19<sup>th</sup> 2012

Signed on behalf of the management committee

Name of signatory

Wendy Wells

Role of signatory (e.g. chair/owner)

Chair Person