

Children's safety and security on premises policy

Policy statement

White Rock Pre-school maintains 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 (DBS).
- Adults do not 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 assessment 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.
- Safety checks on the premises both indoor and outdoor are made daily before the pre-school opens.
- The main entrance door will be locked at all times during a pre-school session.
- When welcoming children into the setting or letting them leave, there will always be a staff member on the door.
- Children's arrivals and departures are recorded.
- The arrival and departure times of adults - 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.
- Outdoor area is fenced and secured; children are not allowed in the outside area unsupervised.