



8.2 Maintaining children's safety and security on premises

Please take time to read the pre-school policies and let the Pre-school Leader or Chair know if you have any questions.

The policies are also available to read on our website: www.streatleyhillpreschool.com

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/me.

Procedures

Children's personal safety

- We ensure all employed staff have been checked for criminal records via an enhanced disclosure with children's barred list check through the Disclosure and Barring Service. Adults do not normally 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.

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 only allow access to visitors with prior appointments.
- Our staff check the identity of any person before they enter the premises.
- We keep front doors and gates locked shut at all times. Back doors are kept locked shut at all times where they may lead to a public or unsupervised area.
- The personal possessions of staff and volunteers are securely stored during sessions.

- Minimal petty cash is kept on the premises.

Other useful Pre-school Learning Alliance publications

This policy was adopted at a meeting of Streatley Hill Pre-school Committee on:	Dec 2020
This policy was last amended and reviewed on:	Dec 2020
Date of next review:	Dec 2021
Signed on behalf of the Committee by:	Iman Khonji
Role of Signatory:	Chair

- Managing Risk (2009)