

**SAFEGUARDING CHILDREN**

**Maintaining children’s safety and security on premises**

**Statement of Intent**

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 (DBS – previously CRB).
- [ 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 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.
- [ The times of the children’s arrivals and departures are recorded.
- [ The arrival and departure 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.
- [ The personal possessions of staff and volunteers are securely stored during sessions.
- [ Our visitors procedure is followed for all visitors.

Signed .....

# DUNDRY PRE-SCHOOL POLICIES. Ofsted 115251

---

Date.....

Review Date.....