**Safeguarding and Welfare Requirement: Safety and Suitability of Premises, Environment and Equipment.**

Providers must take reasonable steps to ensure the safety of children, staff and others on the premises.

**THORNGUMBALD PRESCHOOL**

**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.

**Procedures**

*Children’s personal safety*

* We ensure all employed staff have been checked for criminal records via an enhanced disclosure through the Disclosure and Barring Service,
* Adults do not supervise children on their own.
* All children are supervised by at least two adults at all times.
* Whenever children are on the premises at least two adults are present.
* We carry out risks 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 time of the children’s arrival 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.
* The personal possessions of staff and volunteers are securely stores during sessions.

02/09/2021

*This document replaces policy adopted: 9/09/2013*