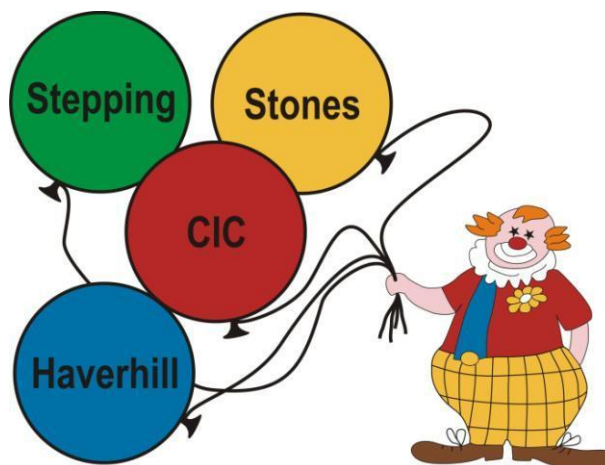


The provider must take necessary steps to safeguard and promote the welfare of children.  
 General Welfare Requirement: Safeguarding and Promoting Children's Welfare



**Safeguarding children**

**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**

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

**Procedures**

*Children's personal safety*

- We ensure all employed staff have been checked for criminal records by an enhanced disclosure from the Criminal Records Bureau.
- All children are supervised by adults at all times.
- Whenever children are on the premises at least two adults are present; if this is necessary.
- 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 times of adults - staff, volunteers and visitors - are recorded.
- Children are head counted and recorded
- Adults are head counted and 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.

**Please note that all staff should read and be aware of the MASH & LADO posters within the setting.**

This policy was adopted by	Stepping Stones Childcare & Education CIC
on	28.02.2017
Date reviewed	October 2020
Date to be reviewed	October 2021
Signed on behalf of the management	
Name of signatory	ELAINE MCMANUS
Role of signatory (e.g. manager/ deputy)	MANAGER
Name of signatory	ANNE JESSOP
Role of signatory (e.g. manager/ deputy)	DEPUTY

**Review:**

This policy is reviewed every year or whenever deemed necessary by the manager in the light of events and changes in the law.

This policy was sent to staff to read on 13/10/2020 and needs to be acknowledged by staff electronically.