

# SAFETY AND SUITABILITY IN PREMISES, ENVIRONMENT AND EQUIPMENT

## 8.2 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

A Unique Child	Positive Relationships	Enabling Environments	Learning and Development
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 disclosure 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 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.
- 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 who is not known 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.
- We have installed entry phones and 'spy holes' in the main door at a suitable height.
- The personal possessions of staff and volunteers are securely stored during sessions.

This policy was adopted at a meeting of	Kids Corner Nursery Ltd	name of setting
Held on	August 2018	(date)
Date to be reviewed	August 2019	(date)
Signed on behalf of the management committee		
Name of signatory	Hafsa Ghaswala/Mariam Karim	
Role of signatory (e.g. chair/owner)	Owner/Manager	