



## **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.

### **Maintaining children's safety and security on premises during Covid 19**

#### **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 and now is even more important for everyone's safety and security.

#### **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.
- All children are supervised by adults at all times, even if awaiting collection from parents who are showing symptoms.
- Whenever children are on the premises at least two adults are present.
- We are carrying out risk assessments to ensure children are not made vulnerable within any part of our premises, nor by any activity. Parents/carers will not enter the building unless for settling in purposes
- We will be checking every child/staff temperature on entry to preschool and all the children/staff will wash their hands after arriving and regularly throughout the day.

#### **Security**

- Systems are in place for the safe arrival and departure of children, this now includes parents/carers unable to enter the building.
- The times of the children's arrivals and departures are recorded and arrival and departure times will be staggered to minimise contact with adults outside and so staff can put the children in their small groups in their allocated section of the building.
- The arrival and departure times of adults – staff, volunteers and visitors - are recorded. The staff will stay with their allocated group throughout the session, to minimise contact and spread of infection.
- Our systems prevent children from leaving our premises unnoticed.
- 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.
- The personal possessions of staff and volunteers will be minimal and stored safely during sessions. Children and staff will discouraged to bring in personal effects within the building
- Minimal petty cash is kept on the premises.

Other useful Pre-school Learning Alliance publications

- Managing Risk (2009)