

Safeguarding Children

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.

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.
- 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, including the risks of peer on peer abuse.
- We ensure that any PC or tablet which children can access have appropriate security filters in place to ensure that they cannot access potentially harmful online material.

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.
- The personal possessions of staff and volunteers are securely stored during sessions.

Persons responsible for implementing this policy:

Roseleen Cullen/Erica Dunwell/Heather Bishop - Newport

Erica Dunwell/ Lizzee Annis - Sandown

Erica Dunwell/Becky Kujabi - Wootton

Review in August 2019