

The Enchanted Wood Day Nursery Ltd: Safety and Suitability of Premises, Environment and Equipment

Maintaining children's safety and security on premises

Policy statement

The Enchanted Wood Day Nursery is committed to providing a safe and nurturing environment. The Nursery is purpose built and has the added security of being situated on the school site of The Deanes. 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 with children's barred list check through the Disclosure and Barring Service.
- We ensure all employed staff have suitable references.
- We ensure that all staff members have the correct qualifications for the age group of the children they are with.
- 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 assessments to ensure children are not made vulnerable within any part of our premises or by the activities provided.

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 Intercom system prevents unauthorised access to our premises. This is with a camera and speaker phone.
- Parents/carers are informed that they should not allow other parents/carers to gain access into the nursery.
- Our systems prevent children from leaving our premises unnoticed.

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

- The access door to the nursery is designed to prevent children from being able to use it e.g. the door release button is at an unreachable height and the release button and door must be pushed at the same time to open.
- Our staff members use a password system to check the identity of any person before they enter the premises who they do not know or recognise.
- Our perimeter gates around the nursery are securely locked at all times.
- All fire exit doors outside of the perimeter gates are locked at all times but can be easily accessed inside the building should the staffing team need to use them.
- Access cannot be gained to the building without a member of staff or the management team allowing them to enter.
- The front entrance of the nursery is designed so that you have a clear view of who is trying to access the building.
- The nursery has an intruder alarm fitted and CCTV is in use.
- The personal possessions of staff and volunteers are securely stored in the staff room during the nursery day.