

# Coniston Early Years Centre Policy Document

**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.



High Quality Care for All Children  
A Firm Foundation for Education

## 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.

### Procedures

#### *Children's personal safety*

- We ensure all employed staff have been checked for criminal records via a DBS check.
- Adults do not normally supervise children on their own, they make take small groups into the sensory room but this is situated just off the main room and staff can be heard whilst in there and we have a device that allows recording of any activity in the room to be seen from the main room.
- 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, nor by any activity.

#### *Security*

- Systems are in place for the safe arrival and departure of children.
- The times of the children's arrival and departure 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 the premises unnoticed.
- The personal possessions of staff and volunteers are securely stored during sessions.