Safety and Security Policy

It is our duty to safeguard and promote the safety of children and families in our care.

We achieve this through having the following specific security measures in place:

Security Systems

- All exits and entrances are kept secure through either a magnetic door release via intercom or a digital lock. These security measures are positioned out of reach of the children. Children are actively encouraged not to press these buttons, please support us by not allowing your children to press entry/exit buttons.
- Fire exits release system, entry into the building via fire escapes is not possible.
- Checking the identity of any unknown person/s and the reason for their visit prior to entering the building.
- All children are signed in and out of the register and regular headcounts are taken throughout the day.

Visitors

- All visitors or other agencies will be asked for identification and to sign the visitors signing in register.
- Visitors are asked to wear 'visitors sticker/badge' whilst in the Family Hub. At no time will a visitor be allowed unsupervised access to the nursery rooms.
- Please note that we reserve the right to refuse entry to anyone who is being physically or verbally abusive or displaying aggressive behaviour. Visitors acting inappropriately will be asked via the intercom to leave the premises. If the behaviour persists, the police will be called.
- All visiting contractors must complete a contractor's agreement when working on the premises.

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Additionally, to support our security measures we request that:

- Parents/carers do not hold the door open or let anyone into the Family Hub including other parents/carers.
- Parents/carers inform staff of any alternative adults who will be collecting a child and have clear arrangements in place to ensure the safe handover for a child. We prefer to meet the person first, but if that is not possible, we will ask you for a description and password.
- We do not permit dogs on the premises, unless they are assistance dogs (guide dogs, hearing dogs, etc.) or those attending to support educational purposes such as therapy or working dogs, which attend with prior notice and with suitable risk assessments in place.
- Under no circumstances are banned dog breeds (as described in section 1 of the Dangerous Dogs Act 1991[1]) permitted on the premises. **https://www.gov.uk/control-dog-public/banned-dogs**

In the event of and child missing, from nursery, we follow a set procedure which is set down in the Child Missing at Nursery Policy.