

### **Safeguarding and Welfare Requirement: Suitable Premises, Environment and Equipment**

Providers must take reasonable steps to ensure the safety of children, staff and others on the premises.

## **8.2 Maintaining children's safety and security on premises (January 2023)**

### **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 subject to enhanced criminal records and barred list checks through the Disclosure and Barring Service in accordance with statutory requirements.
- Adults do not supervise children on their own unless they can be seen and heard by another member of staff.
- All children are supervised by adults at all times.
- Whenever children are on the premises at least three 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 arrivals and departures are recorded.
- The arrival and departure 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.