



Maintaining Children's Safety and Security at Whitlers

We maintain the highest possible security of our premises to ensure that each child is safely cared for during their time with us.

Children's Personal Safety

- We ensure all staff and committee members have been checked for criminal records via an enhanced disclosure through the Disclosure and Barring Service.
- Adults do not 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 assessments to ensure children are not made vulnerable within any part of our premises, nor by any activity.
- Staff and committee members sign a declaration that we do not live with anyone that is disqualified or has convictions against children

Security

- Systems are in place for the safe arrival and departure of children.
- Children's arrivals and departures are recorded in the register.
- Staff arrive before the children, and leave after them.
- 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.
- The personal possessions of staff and volunteers are securely stored during sessions.

Document Name	Revision Number	Date	Revision
Maintaining Children's Safety and Security Policy	1	21/05/2017	
Maintaining Children's Safety and Security Policy	2	01/09//2019	