



Adventure Tots Stay and Play Group Policy

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

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

Policy statement

Adventure Tots Stay and Play group is a group of parents/carers who meet together with their children, within the pre-school environment. The group will provide an opportunity for children aged 0 – 5 years to experience a different environment to that of their home, develop social awareness and independence whilst also allowing their parents/carers to meet other adults who also care for your children.

Procedures

The group is managed by the Pre-School Leader, under the banner of the Pre-School management committee. Each session will be run by a paid Pre-School Leader. Please appreciate the staff who are here to organise and facilitate the group.

Please look after, and encourage your children to look after, the room, the equipment and each other.

Please ensure your child wears clothes that you don't mind getting glue, mud or paint on.

The parent/carer will be entirely responsible for their child whilst attending the session. There are changing facilities within the pre-school room, and toilets off the entrance hall. Please supervise your child fully whilst using these facilities.

Occasionally Whitchurch Pre-School will not be able to run a session as normal, for instance if the Hall is being used by another, or in the event of poor weather conditions. In these instances, closure will be announced on the Pre-School Facebook page, and where possible, on the website and at earlier sessions if there is sufficient notice.

Adventure Tots will run on Tuesday afternoons from 1.45 to 3.00pm, during term time only. The group will be primarily run from the pre-school room, however, on one Tuesday a month, the group will be run from the pre-school garden or local church.

A contribution of £2 for first child, 50p for each additional child is required at arrival. All parents/carers and children must be signed in on arrival at the group.

All parents/carers are required to complete a registration card for each child attending for health and safety reasons.

Children will be provided with a drink and snack at snack time. If a child has any allergies, it is the parents/carers responsibilities to ensure the child does not eat any of these items.

All hot drinks will be served from the pre-school room and should only be drunk in the area immediately beside the room. Hot drinks should never be put down where a child may reach.

All parents/carers remain responsible for personal possessions. Parents/carers will be expected to keep any potentially harmful or breakable items out of children's reach.

No photographs or videos may be taken without permission from the Leader. We often take photographs in and around the pre-school for the pre-school newsletter, facebook and website pages. Please advise us if you'd rather your child's photograph was not taken or used for these purposes.

Adventure Tots complies with all Whitchurch Pre-School policies and procedures. These are available at all times for any parent/carer to review. This includes the Safeguarding Children policies.

If your child is unwell, please do not bring them to Adventure Tots. Please remember that should your child vomit or have diarrhoea, they must not attend group until 48hours after the last time they were ill. Should your child have any infectious disease, they should not attend until they are fully recovered.

Valuing Diversity and Promoting Equality

Adventure Tots is fully inclusive in meeting the needs of all children. We recognise that children and their families come from diverse backgrounds and value their contribution.

Admission is on a drop in basis. We welcome all children from all backgrounds, and further information can be found in the pre-school policies.

Behaviour

Parents and carers are responsible for their children at all times. Adventure Tots encourages children and adults to be kind and considerate of each other, in line with pre-school policies for supporting positive behaviour.

Safeguarding Children

Whilst Adventure Tots makes every effort to ensure the safety and safeguarding of the children in attendance, parents/carers remain responsible for the children they bring. We have a dedicated Safeguarding Lead, Janna McDonald, should anybody wish to seek advice or support with any concerns about the safety of wellbeing of their own or others children.

Please refer to pre-school policy 'Safeguarding Children & Young People' for more information.

This policy is reviewed annually, or as deemed necessary.

Policy adopted.....(date)