



Smalley Pre-school Maintaining Children's Safety and Security on Premises Policy

(Registered Charity No. 1033193)

Church Hall, Main Road, Smalley, Ilkeston, Derbyshire DE7 6EF
07903 129575

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 an enhanced disclosure through the Disclosure and Barring Service.
- We require that all staff and volunteers keep their DBS checks up to date by subscribing to the DBS Update Service throughout the duration of their employment. We carry out ongoing status checks of the Update Service to establish that their DBS certificate is up to date for the duration of their employment.
- Adults do not normally 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.

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 presence of staff, volunteers and visitors is recorded in a register.
- 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.


Further guidance

Managing Risk (Early Years Alliance)

Dynamic Risk Management in the Early Years (Early Years Alliance)

[Keeping Children Safe in Education](#) (DfE, 2025)

This policy was adopted by Smalley Pre-school

On	16.01.26
Date to be reviewed	16.01.27
Signed on behalf of the provider	
Name of signatory	Joanne Rothwell
Role of signatory (e.g. chair, director or owner)	Chair of the Committee