

SAFEGUARDING CHILDREN

GUIDANCE AND RULES FOR VISITORS

KEEPING CHILDREN SAFE IS EVERYONE'S RESPONSIBILITY

KEEPING SAFE

Visitors must sign themselves in the visitors book

Visitors are supervised by staff at all times. Visitors must stay with the main group and never be alone with the children.

Should we have to evacuate the building please leave by the fire exit and stay with the group at the meeting point.

Please put your bags, coat etc away. Ask the staff where to put them. No mobile phones or camera devices should be on your person.

SAFEGUARDING RULES

Please do not use mobile phones on the premises. If you need to make or receive a call please make it outside rooms or gardens where there are pre-school children.

No photographs are to be taken on any device by visitors to the setting.

NO SMOKING

No smoking is allowed in the building or the garden.

THANK YOU FOR YOUR CO-OPERATION

- It is paramount that we all keep children safe.
- Thank you for co-operating with our safeguarding policy and procedure.
- If you are in any doubt, or you have any concerns about children's safety during your visit please ask a member of staff.
- If you think of anything after your visit please contact Kim Benham, safeguarding lead for Sparkles and Millies using the contact details at the top of the page.
- We sincerely hope you enjoy your visit.

