06. Children’s Onsite Safety

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. (DBS Check)
* We follow Safer Recruitment Policies to ensure all staff are suitable to work with children.
* All committee members are also checked for criminal records and require a DBS check. Committee members will also have a suitability decision by Ofsted.
* Adults do not normally supervise children on their own.
* All children are supervised by adults at all times.
* When a member of staff takes a child to the toilet, other staff members are aware of this.
* 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.
* Parents sign their children in and note the time.
* A formal register is taken daily with the time recorded, to show those children present.
* The arrival and departure time of adults - volunteers and visitors – is recorded.
* Identification from outside agencies who will be interacting with the children are checked on arrival.
* Our systems prevent unauthorised access to our premises.
* Our systems prevent children from leaving our premises unnoticed.
* Children are always supervised by at least one member of staff at all times when outside.
* The personal possessions of staff and volunteers are securely stored away during sessions.