

Security

At the nursery the safety and security of all the children in our care is our highest priority. To ensure your child is safe whilst at nursery the following procedures are in place:

- All staff are required to undergo Disclosure checks and be members of the PVG scheme.
- The front door to the building and doors to all children's rooms are fitted with double handle entry systems, ensuring that the children cannot open doors independently.
- Regular checks are carried out on children who are sleeping or resting and these are recorded.
- A qualified first aider is always on duty.
- A qualified first aider is always present on any walks or outings.
- Details of all children's allergies and any medical conditions are recorded. All practitioners working with your child are made aware of these and provision is adapted to meet your child's individual needs.
- Access into the nursery is via a monitored intercom system.
- If you wish another family member to pick your child up, 'the nursery' must be made aware of this. You must sign to authorise the collection and a password system is used.
- Any visitors to 'the nursery' are accompanied by a practitioner at all times.
- We have a designated child protection officer who ensures that our child protection policy is adhered to at all times.
- We have a health and safety officer who ensures that our health and safety policy is adhered to at all times.



Healthy Eating

We ask parents to provide a healthy packed lunch. Breakfast of cereal or wholemeal toast is provided, as is fresh fruit. Fresh water or juice is made available throughout the day. A hot meal at lunch and dinner can be provided on request, at an additional cost. Please discuss with centre manager for more details.

Sickness

If a child is ill the onus is on the parents to keep the child away from the nursery. If a child returns to the nursery before they are fully recovered it is not only unfair on that child but also on other children and the staff. It also means you may have to be called away from work to take your child home again. Our resources do not allow us to care for sick children.

If a child is taken ill at nursery the parents will be asked to collect them. In this event, the decision of the person in charge of the nursery on that day must be accepted.

Any child suffering from a contagious disease, e.g. chickenpox, measles, mumps etc. must be kept away from the nursery until they are no longer considered contagious and are completely free of the infection. The nursery must be notified as soon as you are aware that your child is suffering from any contagious illness.

A child suffering from sickness and/or diarrhoea should not return to the nursery until they have been clear of any symptoms for 48 hours.

If a child's temperature rises significantly above the normal (37 C) while at nursery, staff will telephone the parents to ask them to collect their child. The child must be free of a fever and medication for 12 hours before returning to nursery.

If a child requires urgent medical attention an ambulance will be called and the child will be taken to hospital accompanied by a member of staff. The parents will be notified immediately by telephone.

Parents of children on medication must complete a medicine form for their child. Medication will normally be administered with two members of staff present to ensure the correct medication and dosage are given.

Long term medication (nebulisers/inhalers etc.) will be administered by staff on a daily basis and stored safely. Parents must provide written permission and instructions in advance.

Children on a course of antibiotics must stay away from the nursery for the first 24 hours of treatment. This also includes antibiotic cream or eye drops for conjunctivitis (see above).

At least one staff member for each age group has been trained and holds a recognised certificate in First Aid.

The nursery keeps an accident book recording any incidents that may occur and parents will be informed. They are asked to sign the accident book when collecting their child to acknowledge that they are aware of the accident.

