Keeping Children Safe Policy

I have in place general safety measures to prevent accidents, i.e. stair gates, fire guards. I also carry out regular maintenance checks on equipment (toys, car seats, highchairs, buggies etc.)

My First Aid box is clearly labelled, properly equipped and kept in a suitable, accessible place. Parents are required to give written consent for any emergency treatment and for any medication to be administered by me. Any prescribed medication must contain the child’s own name on the bottle and all medicines must be in their original container before I can administer the medicine to the child. I have an up to date First Aid Certificate, as do my assistants. These are renewed every 3 years when we attend a Paediatric First Aid course.

I will log any accidents or incidents during contracted hours in my Accident/Incident book. Parents/carers will be required to sign and date all entries when collecting their child.

I inform the Care Inspectorate Wales at the earliest opportunity of the following:

* Changes in members of staff, or people living on my premises
* Changes in name or home address of any of the above
* Significant changes to the premises or any change of address
* Significant changes to the type of care or in the hours in which the care is provided
* Infectious disease, serious injury or death
* Allegations of serious harm or abuse which is alleged to have taken place on the premises
* Any other significant event likely to affect the suitability of myself as a registered childminder, or likely to affect the welfare of the child.

On trips outside my home all possible steps are taken to ensure the children’s safety. I have a range of buggies and prams suitable for children from birth up to around 4 years of age. If using the car children will be secured in suitable car seats for their age and weight. Older children are asked to stay near the group and not to wander off by themselves. All trips outside the home need written permission from the parents and I also require written permission to take children in the car.

My front door is kept locked at all times. This is to prevent unwanted persons entering these premises and also to prevent any children from walking out of the house.

I require parents to inform me if a change is made to the person who is collecting their child and if it is someone whom I haven’t met before then a password must be used before I will allow the child to leave my care.

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