

OUR LADY'S PRESCHOOL NORTHFLEET

MAINTAINING CHILDREN'S SAFETY POLICY

Policy Owner: Our Lady's Preschool Northfleet

Reviewed: June 2026

Next Review: June 2027

Responsibility: Management Team and Committee

1. Policy Statement

Our Lady's Preschool Northfleet is committed to providing a safe, secure and nurturing environment in which children can learn, play and develop.

The safety and welfare of children is our highest priority. We recognise that maintaining children's safety requires effective safeguarding procedures, robust risk management, vigilant supervision and a culture where all adults take responsibility for protecting children from harm.

All staff, volunteers, students and committee members share responsibility for maintaining children's safety and wellbeing.

2. Aims

The preschool aims to:

- provide a safe environment for all children;
 - promote children's physical and emotional wellbeing;
 - identify and minimise risks;
 - support children's growing independence whilst maintaining safety;
 - ensure staff understand their safeguarding responsibilities;
 - maintain effective supervision arrangements;
 - create a positive culture of vigilance and professional curiosity.
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3. Legal Framework and Guidance

This policy has regard to the following legislation, statutory guidance and recognised best practice.

Legislation

- Children Act 1989
- Children Act 2004
- Health and Safety at Work Act 1974
- Management of Health and Safety at Work Regulations 1999
- Equality Act 2010

Statutory Guidance

- Statutory Framework for the Early Years Foundation Stage (EYFS) (2025)
- Working Together to Safeguard Children
- Prevent Duty Guidance

Best Practice Guidance

- Health and Safety Executive (HSE) Guidance
- Local Safeguarding Partnership Procedures

This policy should be read alongside:

- Safeguarding and Child Protection Policy
 - Missing Child Policy
 - Health and Safety Policy
 - First Aid Policy
 - Fire Safety Policy
 - Arrivals and Departures Policy
 - Risk Assessment Policy
 - Online Safety Policy
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4. Safeguarding Culture

Maintaining children's safety is a shared responsibility.

All adults working within the preschool are expected to:

- remain vigilant;
- follow safeguarding procedures;

- report concerns promptly;
- maintain professional boundaries;
- challenge unsafe practice where necessary.

Staff are expected to exercise professional curiosity and remain alert to any changes in children's presentation, behaviour, attendance or circumstances that may indicate a welfare concern.

5. Supervision of Children

Children will be supervised appropriately at all times.

Staff will:

- maintain required ratios;
- position themselves effectively;
- monitor children's safety;
- anticipate risks;
- support children to play safely;
- intervene where necessary.

Supervision arrangements will take account of children's age, stage of development, individual needs and the environment.

6. Risk Assessment

The preschool recognises that effective risk assessment is essential in maintaining children's safety.

Risk assessments will be completed for:

- indoor environments;
- outdoor environments;
- outings and visits;
- activities;
- equipment;
- specific hazards where identified.

Risk assessments will be reviewed regularly and updated when required.

7. Dynamic Risk Assessment

Staff are expected to undertake dynamic risk assessments throughout the day.

This means staff must continuously assess changing situations and take appropriate action to minimise risks.

Examples may include:

- changes in weather conditions;
- damaged equipment;
- behavioural concerns;
- environmental hazards;
- changes in children's needs.

Maintaining children's safety requires ongoing professional judgement and vigilance.

8. Children with SEND and Additional Needs

The preschool recognises that some children may require additional support to remain safe.

Individual risk assessments may be completed for children whose:

- SEND;
- medical needs;
- communication difficulties;
- behavioural needs;
- emotional vulnerabilities

require additional safety measures.

The preschool will work in partnership with families and relevant professionals to ensure appropriate support arrangements are in place.

The setting will seek to balance children's independence with appropriate risk management and safeguarding measures.

9. Indoor and Outdoor Safety

The preschool will maintain safe indoor and outdoor environments through:

- daily safety checks;
- regular maintenance;
- safe storage of equipment;
- hazard identification;
- appropriate supervision.

Children will be encouraged to learn about safe risk-taking through age-appropriate experiences.

10. Arrivals and Departures

Clear procedures are in place for:

- arrival of children;
- collection of children;
- authorised collection arrangements;
- late collection;
- unexpected collection changes.

Children will only be released to authorised individuals.

11. Visitors

Visitors must:

- sign in and out;
- follow safeguarding procedures;
- remain supervised where appropriate;
- wear identification where required.

The safety and welfare of children will remain the priority during all visits.

12. Missing Child Procedures

The preschool has procedures in place for responding to situations where a child is:

- missing from the setting;
- missing during an outing;
- not collected as expected.

Staff will follow the Missing Child Policy immediately if concerns arise.

13. First Aid and Emergency Response

A qualified Paediatric First Aider will be available in accordance with EYFS requirements.

Staff will:

- respond promptly to accidents and incidents;
 - administer first aid where appropriate;
 - contact emergency services where necessary;
 - inform parents promptly;
 - maintain appropriate records.
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14. Learning from Incidents

The preschool is committed to continuous improvement.

Accidents, incidents, near misses and safety concerns may be reviewed to identify:

- patterns;
- emerging risks;
- training needs;
- improvements to procedures;
- environmental changes.

Findings may inform risk assessments, staff training and policy reviews.

15. Staff Responsibilities

All staff are responsible for:

- maintaining children's safety;
- following policies and procedures;
- reporting hazards and concerns;
- completing required records;
- participating in training;
- promoting safe practice.

Maintaining children's safety is everyone's responsibility.

16. Monitoring and Review

The Management Team and Committee will monitor the effectiveness of safety arrangements throughout the setting.

This policy will be reviewed annually or sooner where legislation, statutory guidance, safeguarding requirements or operational needs change.

Related Policies

- Safeguarding and Child Protection Policy
- Missing Child Policy
- Health and Safety Policy
- First Aid Policy
- Fire Safety Policy
- Risk Assessment Policy
- Online Safety Policy
- Arrivals and Departures Policy