



Treetops Nursery

Suitable people policy

We are very aware of our role in keeping your child safe. Whilst children need to mix with other children and adults it is our responsibility to ensure the suitability of those that they come into contact with during nursery hours. We have therefore written the following policy regarding suitable people.

Staff

Please see our safer recruitment policy

Students and volunteers

Please see our student and volunteer policy

Visitors

We will check the identity of any visitors and will refuse entry where necessary. Visitors will be required to sign our visitor's book.

We will endeavour, where possible, to arrange for any maintenance work to the property to be carried out at weekends and school holidays.

Any visitors will be supervised at all times, so they do not have unsupervised access to our children. Personal belongings must be securely stored away from the children in our kitchen area.

Visits will not be permitted to use a mobile or camera but where visitors need to use a laptop or tablet in the vicinity of the children, the manager will check that this is used appropriately and that there are no camera facilities available to the visitor. Please see our safeguarding policy.

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