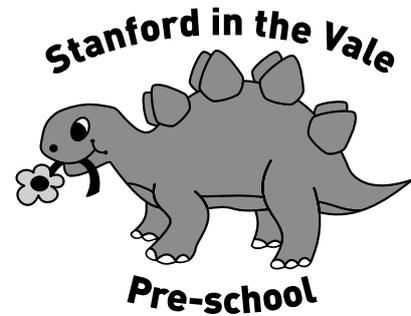


Recreation Ground
Huntersfield
Stanford in the Vale
Faringdon
Oxfordshire SN7 8LR



2.1.10 - Babysitting Policy

Reviewed November 2017

Stanford Pre School does not provide a babysitting service outside of our normal operating hours. However, we understand that parents sometimes ask pre school staff to babysit for their children and this policy has been implemented to clarify some points regarding private arrangements between staff and parents.

The preschool is not responsible for any private arrangements or agreements that are made, this is between the staff member and family, however we do expect staff members to inform us if they are babysitting or caring for a child that attends the preschool outside of the setting. We require the staff member and parent to sign a copy of the staff or parent declaration form which we will keep on file for the child and staff member.

The preschool has a duty of care to safeguard all children attending the setting so if a staff member has concerns for a child following a private babysitting type arrangement they need to pass these concerns on to the Safeguarding lead within the setting.

Stanford Preschool has a duty to safeguard all children whilst on our premises and in the care of our staff, however, this duty **does not extend to private arrangements between staff and parents outside of pre school hours.**

Stanford Preschool will not be held responsible for any health and safety, or other, issues that may arise from these private arrangements

Both Staff Members and Parents should sign the below to ensure adherence to the above in the event that a member of Staff of Stanford Preschool is asked to babysit for a child which attends the setting

Staff responsibilities

All staff are bound by contract and the Data Protection Act that they are unable to discuss any confidential issues regarding the Preschool, other staff members, parents or other children.

It will be the staff member's responsibility to ensure they have the appropriate insurance, MOT and child restraints or child safety seats if they are transporting children in a car.

Parental responsibilities

We have rigorous recruitment and suitability processes in place to ensure that we employ competent and professional members of staff and uphold our duty to safeguard children whilst on our premises

and in the care of our staff. This procedure includes interviews, references, full employment history and DBS checks as well as several other processes.

Whilst in our employment all staff are subject to ongoing supervision, observation and assessment to ensure that standards of work and behaviour are maintained in accordance with our policies. We have no such control over the conduct of staff outside of their position of employment. Parents should make their own checks as to the suitability of a member of staff for babysitting.

We will not take responsibility for any health and safety issues, conduct, grievances or any other claims arising out of the staff member's private arrangements outside of pre school hours. The member of staff will not be covered by the pre school insurance whilst babysitting as a private arrangement.

Out of hours work arrangements must not interfere with the staff member's employment at the Preschool and all private arrangements should be made outside of working hours.

Parents must not call or email the Preschool to attempt to contact staff for babysitting.

If a staff member is to take the child at the end of that child's nursery session, the parent/carer must complete the necessary forms to give their consent and make the Preschool aware.

Child's Name

Parent

NameDate.....

Signature

Staff Member

NameDate.....

Signature

This policy was adopted at a meeting of Stanford in the Vale Pre-school Committee

Held on _____ (date)

Date to be reviewed _____ (date)

Signed on behalf of the management committee

Name of signatory _____

Role of signatory (e.g. chair/owner) _____

