

## Unvetted Persons

### Policy statement

We aim to provide a safe environment for children in our care and ensure that adults who regularly come into contact with them are suitable to be in the setting.

We ensure that enhanced DBS checks are undertaken for all staff and regular volunteers. Adults who do not hold a current and up to date DBS certificate will never be left unsupervised within the nursery.

### Our Procedures

For those who do not hold an enhanced DBS certificate e.g. student from school or college, parent helper, we ensure that:

- Only staff who hold a current and up to date DBS certificate accompany children to the toilet.
- Children are supervised by staff who have a DBS certificate at all times.
- When visitors are on site, for example employees from utility companies or supermarket delivery drivers, the doors to the children's rooms will be closed and the visitor will be accompanied by a member of staff at all times.
- All visitors to the nursery sign the visitors' book so that a record can be kept.
- ID will be checked where appropriate and the check recorded in the signing-in book.

This policy meets the requirements of the Statutory Framework for the EYFS 1<sup>st</sup> September 2021.

Date policy last reviewed/updated	19 <sup>th</sup> November 2021	Reviewed by	Julia Ward, Quality Manager
Date of next review/update	November 2022		

