

## ROBIN PRESCHOOL - POLICIES-UPDATED SEPTEMBER 23

1.2		Safeguarding children and child protection
1.3		Looked after children
1.4		Uncollected child
1.5		Missing child
1.6		Online Safety Use of mobile phones and cameras
2.1		Employment
2.2		Student placements
3.1		Induction of staff, volunteers and managers
3.2		First aid
4.1		The role of the key-person and settling in
5.1		Staffing
6.1		Administering medicines
6.2		Managing children who are sick, infectious or with allergies
6.3		Recording and reporting of accidents and incidents
6.4		Nappy changing
6.6		Food hygiene
7.1		Promoting positive behaviour
8.1		Health and safety general standards
8.2		Maintaining children's safety and security on premises
8.3		Supervision of children on outings and visits
8.4		Risk assessment
8.5		Fire safety and emergency evacuation
8.6		Animals in the setting
8.7		No smoking
8.10		Staff personal safety including home visits
9.1		Valuing diversity and promoting equality
9.2		Supporting children with special educational needs
9.5		British values
10.2		Admissions
10.3		Application to join
10.5		Parental involvement

10.6		Children's records
10.7		Provider records
10.8		Transfer of records to school
10.9		Confidentiality and client access to records
10.10		Information sharing
11.10		Working in partnership with other agencies
11.1		Making a complaint
11.2		Childcare terms and conditions
11.3		Schedule of fees
11.4		Babysitting Policy
11.5		Safer Recruitment Policy
11.6		Code of Conduct
11.7		Disciplinary and Grievance Procedure.
11.8		Lock Down Procedure
11.9		Social Media Policy
11.10		Robin Preschool Privacy Notice
11.11		Payment of Fees
12.0		Social Media Policy - Parents
12.1		Equal Opportunities Policy
12.2		Covid Policy
12.3		Hand, foot and mouth