

The Annex, Cherry Tree Academy Marham Junior, Hillside, Marham, PE33 9JJ

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Procedures

Any babysitting arrangements made between parents/carers and those working or volunteering at Peapod Pre-school are made privately and are in no way the responsibility or liability of the setting.

If such arrangements are made, parents/carers, staff or volunteers are advised to consider the following points:

* Parents/carers should make their own checks on the babysitter’s suitability. An unqualified member of staff would not be working unsupervised within the setting.
* Staff or volunteers should make their own checks as to the safety of the household before agreeing to babysit.
* Whilst staff may have had the appropriate vetting checks to work at the setting, other accompanying adults may not.
* Parents/carers should enquire if there are any medical conditions which may affect the person’s ability to babysit.
* Staff and volunteers should be aware that babysitting must not interfere with their working hours, hinder working relationships at the setting or affect their relationship with the child or other children.
* No breach in confidentiality by staff or volunteers whilst babysitting will be tolerated. If this does occur then disciplinary procedures will be initiated.
* Staff and volunteers have a duty to report any safeguarding concerns in and outside of work.
* Parents/carers should be aware that only issues to do with safeguarding concerns or breaches in confidentiality will be dealt with by the setting. Other problems should be dealt with privately.
* No member of staff will be allowed take a child away from the setting unless they are a named person on the child’s records or written permission from the parent/carer has been given.

Date of adoption 01/09/2023 by Julie Walkey and Annette Hardy

Date of review 01/09/2024