



Babysitting

April 2024

At Elsworth Pre-School we do not provide a babysitting service outside of our normal operating hours. However, we understand that parents may ask a member of staff to babysit for their children and this policy has been implemented to clarify some points regarding private arrangements between staff and parents. Please also refer to our Safeguarding & Child Protection policy.

The Pre-School is not responsible for any private arrangements or agreements that are made; this is between the staff member and family.

We have a rigorous recruitment and suitability process 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 other processes.

Whilst in our employment all staff are subject to ongoing supervisions, observations and assessments 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 and can accept no responsibility for a staff member's actions when they are outside their employment with us.

Out of hours work arrangements must not interfere with the staff member's employment at the Pre-School.

All staff are bound by contract of the Confidentiality Policy and Data Protection Act that they are unable to discuss any issues regarding the Pre-School, other staff members, parents or other children.

The Pre-School 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 school hours. Should a staff member in a private arrangement outside of their employment hours have concerns, they should independently report this to the M.A.S.H. team on 020 849 62311 or the police.

If a staff member is to take the child at the end of that child's Pre-School session, the manager will require written permission from the parent/carer.



Adopted on:	14 th April 2024
Adopted by:	Sophie Mills, Interim Pre-School Manager Hannah Holland, Chair of Trustees
Next Review Date:	14 th April 2025