**Child Protection Policy**

**AIM**

The nurseries aim is to ensure the well-being, safety and development of every child in its care, following guidance identified within the Social Services and Well-Being (Wales) Act 2014.

The nursery believes that children’s rights are in accordance with the statements of the United Nations Convention on the Rights of the Child and the 2004 Children Act. To this end, children will have the right to expect that every adult responsible for them will protect them from every kind of abuse.

Our setting also shows regard to statutory guidance which relates to the **PREVENT DUTY.**

**Leaving and Collecting Policy**

**AIM**

The nursery will implement procedures which will ensure that every child is left and collected in absolute safety.

All parents and carers must sign their child in and out of the nursery and the attendance officer or appointed person must check the registers to ensure they are correct, followed by an appropriate headcount.

**Confidentiality Policy**

**AIM**

The nursery aims to ensure that all information about the staff and the children is kept safely and confidentially and that no information is shared or revealed to persons/agencies not authorised to receive the information.

The policy is relevant to all the nurseries staff, volunteers, candidates/students on work experience and members of any supporting committee.

**Data Confidentiality Policy**

**AIM**

The nursery aims to ensure that personal information regarding the staff, volunteers, parents and children is kept under the statutory requirements of the Data Protection Act 1998.

The policy is relevant to all nursery staff, volunteers, candidates/students on work experience and members of any voluntary committee.

**Health and safety Policy**

**AIM**

The nursery will do everything it can, as far as it is reasonably practical, to ensure the health, safety and welfare of the staff, the children in its care, candidates/students on work experience and visitors.

**Equal Opportunities**

**AIM**

The nurseries aim is to ensure that all aspects of its activities promote equal opportunities for every individual regardless of nationality, colour, race, gender, sexuality, disability, religion, age, marital status, culture or social class.

This will include access to activities, equal treatment and respect towards each individual.

**Challenging Behaviour**

**AIM**

The nursery aims to provide an environment based on clear, fair and consistent guidelines which promote a child’s understanding of acceptable behaviour. Every child is shown respect and the children are encouraged to respect other children, adults, the equipment and the nursery premises. The nursery aims to provide a happy and caring environment. It offers a variety of fun activities, appropriate to the age of the children.

**Language Policy**

**AIM**

The aim of the nursery is to offer every pre-school child in its catchment area the opportunity to have early year’s experiences through the medium of parental choice. This could be Welsh, Bilingual or English and will be reflected in the registration certificate of the nursery.

The needs and preferences of each child, in relation to their intended Language medium of education, Welsh or English will be taken into account and catered for.

**Working with parents/Carers Policy**

**Aim**

The nursery has a duty of care to all children who attend the nursery. The Leader and staff must work in conjunction with parents to ensure that all children are happy, secure and well cared for. The well-being of the child is paramount and for this to happen it is vital for staff to build a trusting relationship with parents and carers.

**Inclusion Policy**

**AIM**

The nurseries aim is to give every child the opportunity to benefit from early year’s experiences, whatever his/her needs. The nursery is committed to providing appropriate support for every child in the nursery who has additional learning needs or impairments.

The nursery ANCO (Additional Needs Co-ordinator) group coordinator will offer support and guidance in the use of the Early Support materials for families.

**Complaints Policy**

AIM

The nursery aims to provide a service of the highest quality in all aspects of its work.

The nursery supports the principle of seeking the views of parents/carers and designated professionals regarding the service it provides, so that the service may be improved if necessary. Parents are informed of the policy and of the compliments and complaints procedure before the child starts in the nursery. Training is provided for all the staff regarding implementing the compliments and complaints policy and the Code of Practice.