

Entrance Door Policy

Security in our setting is regarded as one of importance for all children, staff, and visitors. Our entrance door policy is always in place to maintain maximum safety.

Security Measures in Place

- Doorbell on front entrance.
- Keypad door buzzer entry system
- Staff have full visual view of callers at the door.
- All visitors must sign in/out
- The side gate and entrance are always locked.
- All staff have been instructed to follow the rules set out in this policy which is aimed at ensuring safety for everyone.
- All visitors to the playschool including prospective families, professionals, external organisations, or personal visitors shall be welcomed at the door by the leader.
- Prospective new parents will be invited after playschool hours.
- Personal visitors will be asked to remain outside the building until the required person has been located, they will then be asked to identify the visitor.

These rules are in place for the safety and security of everyone.