

Policies and Procedures for the EYFS 2021

- 01 Health and safety policy
 - 01.1 Risk assessment
 - 01.2 Group rooms, stair ways and corridors
 - 01.3 Kitchen
 - 01.4 Children's bathrooms/changing areas
 - 01.6 Short trips, outings and excursions
 - 01.7 Outdoors
 - 01.8 Staff cloakrooms
 - 01.9 Maintenance and repairs
 - 01.10 Laundry area
 - 01.11 Staff personal safety
 - 01.12 Threats and abuse towards staff and volunteers
 - 01.13 Entrances and approach to the building
 - 01.14 Control of Substances Hazardous to Health (COSHH)
 - 01.15 Manual handling
 - 01.20 Notifiable incident, non-child protection
 - 01.21 Terrorist threat/attack and lock-down
 - 01.22 Closed circuit television (CCTV)
- 02 Fire safety policy
 - 02.1 Fire safety
- 03 Food safety and nutrition policy
 - 03.1 Food preparation, storage and purchase
 - 03.2 Food for play and cooking activities
 - 03.3 Milk and baby food preparation and storage
 - 03.4 Menu planning and nutrition
 - 03.5 Meeting dietary requirements
- 04 Health policy
 - 04.1 Accidents and emergency treatment
 - 04.2 Administration of medicine
 - 04.3 Life-saving medication and invasive treatments

- 04.4 Allergies and food intolerance
- 04.5 Poorly children
- 04.6 Oral health
- 04.7 Baby and child massage
- 05 Promoting inclusion, equality and valuing diversity policy
 - 05.1 Promoting inclusion, equality and valuing diversity
 - 05.2 English as an additional language
- 06 Safeguarding children, young people and vulnerable adults policy
 - 06.1 Safeguarding and child protection
 - 06.2 Allegations against staff, volunteers or agency staff
 - 06.2a Whistleblowing
 - 06.3 Visitor or intruder on the premises
 - 06.4 Uncollected child
 - 06.5 Missing child
 - 06.6 Incapacitated parent
 - 06.7 Death of a child on-site
 - 06.8 Looked after children
 - 06.9 E-safety
 - 6.10 Key person supervision
- 07 Record keeping policy
 - 07.1 Children's records and data protection
 - 07.1a Privacy notice
 - 07.2 Confidentiality, recording and sharing information
 - 07.3 Client access to records
 - 07.4 Transfer of records
- 08 Staff, volunteers and students policy
 - 08.1 Staff deployment
 - 08.2 Deployment of volunteers and parent helpers
 - 08.3 Student placement
- 09 Childcare practice policy
 - 09.1 Waiting list and admissions

- 09.2 Absence
- 09.3 Prime times – The role of the key person
- 09.5 Establishing children’s starting points
- 09.7 Prime times – Baby and toddler mealtimes
- 09.9 Prime times – Intimate care and nappy changing
- 09.10 Prime times – Sleep and rest time
- 09.11 Managing separation anxiety in children under 2 years old
- 09.12 Promoting positive behaviour
- 09.13 Identification, assessment and support for children with SEND
- 09.14 Prime times – Transition to school
- 09.15 Progress check at age two
- 10 Working in partnership with parents and other agencies policy
 - 10.1 Working in partnership with parents and other agencies
 - 10.2 Complaints procedure for parents and service users
- 11 Covid 19 policy and procedures