



**CHILD SAFETY POLICY FOR DAYTIME BABY AND TODDLER
GROUPS**
**developed in conjunction with
Tamba**

You/your = the children's parents/carers
Centre= Children's Centre
Club = Bournemouth and District Twin Club
CCM = Children's Centre Manager
RO = reporting officer

Venues

All daytime groups are held in Children's Centres which have been risk assessed. You should be made aware of parking facilities, disabled access and where you can leave pushchairs and other bulky items. There are baby change facilities and suitable toilets. All the fire exits will be clearly marked and suitable for double buggies.

All centres should have safe furniture, electric sockets, water temperature and radiators. It is your responsibility to ensure that your children do not enter kitchen areas without your supervision due to the increased risks present. Any concerns regarding safety of the facilities and equipment must be reported to the group leader who will tell the Children's Centre Manager immediately.

All group leaders will be CRB checked as will staff working at the Centre.

Running of Group

Children will never be left unattended. All children must be accompanied to the group by at least one known carer e.g. a parent, grandparent, nanny, child minder. This person is responsible for the children in their care at all times and must notify the group leader should they need to leave the room for any reason.

All children and carers must be signed in to the group on arrival and on leaving.

All health and safety incidents must be reported immediately to the group leader who will notify the CCM. First aid equipment is available in all groups. It is the Club's aim by 2010 to have all group leader complete a first aid course as well as a health and safety one.

It is the carer's responsibility to ensure their children's behavior does not put them or others at risk. Should this be a problem, the carer should liaise with the group leader who will endeavor to get a family support worker involved. They may also recommend that you contact Twinline.

Group leaders and the RO have a responsibility to look out for child protection issues and if they have any concerns these will be pointed out to the CCM. As a carer, it is appreciated that you also raise any worries about a child or carer with the group leader.

Activities and Equipment

All toys are regularly cleaned and checked for damage. Please notify the group leader of any that you feel have become unsafe or dirty.

Activities and equipment are age appropriate.

Sometimes photos may be taken for Tamba publicity, the Club or the Children's Centre. If you or your children do not wish to be photographed, please ask for a disclaimer.

Please do not allow your children to bring in items that may pose a choking hazard to babies.

Ensure that your children are appropriately dressed. Some activities may be messy or physical and we recommend closed toed shoes and old clothing. The Club does not accept any responsibility for soiled or damaged footwear or garments.

Food and Drink

Hot drinks must be kept out of reach of children at all times and preferably served in child safe cups.

Children may be offered milk, water or squash with no added sugar.

It is the carer's responsibility to ensure that all milk for babies is stored appropriately. The Club cannot heat milk, but carers may use the Children's Centre's facilities to do so themselves.

We ask that all children who are weaned are encouraged to participate in our healthy snack time.

Depending on the location of the group, snacks will either be provided by the Children's Centre or by the carers themselves who will bring something to be shared. We support the HEY project – Healthy Early Years and ask that you do not bring sweets, fizzy drinks or other non healthy options into the group. Examples of suitable snacks include:

Raisins
Chopped grapes
Banana
Melon cubes
Cheese
Breadsticks
Cucumber, carrot
Dried prunes, apricots
No salt added baby crisps
Soft fruit etc.

If you or your children have any particular dietary requirements, such as celiac, gluten free etc. It is your responsibility to let the group leader know and to supervise your children to ensure that they do not consume anything inappropriate.

All food will be washed and prepared appropriately.

Support

Groups are set up to support families with multiples regardless of their colour, creed, ethnic background or beliefs. We ask that you attend with an open mind and remember that different people and cultures have different standards and values of parenting. Please be aware that not all families come from affluent backgrounds or have perfect, healthy children and be sensitive towards each others needs.

If you feel a carer is struggling in any way, financially, emotionally or on a practical level, do encourage them to talk to the RO or group leader who can put them in touch with the relevant support/organisations.