

Holyrood Playgroup

Charity no; 1026986  
OfSted no; EY142951

Please note these are changes to our policies effective from September 1st 2025

### Prospectus;

Fees are increasing from 1st September from £4.15 to £4.50 per hour

### Safeguarding children young people & vulnerable adults

Key commitment 2 added ;

All staff are trained in line with the criteria set out in Annex C of the EYFS ( November 2025) .

Safeguarding is refreshed annually and renewed every two years.

The designated safeguarding lead ensures support, advice and guidance to staff to meet their safeguarding responsibilities by;

Regular supervision 1:1 , team briefings, bulletins, group supervision, reviewing safeguarding procedures together.

### Concerns & allegations of serious harm or abuse against staff

Identifying concerns **about serious harm or abuse**

Notification to Ofsted is required for y allegations made against a member of staff.

Ofsted must be updated of the actions taken by the setting, even if the LADO decides the allegation does not meet their threshold for investigation.

Allegations against the designated safeguarding lead;  
If a member of staff has concerns about the safeguarding lead they need to follow the settings whistleblowing process.

Escalating and Whistleblowing Concerns

Responding to safeguarding or child protection

Second paragraph ; after vulnerable children and adults.  
The designated safeguarding lead is also responsible for liaising with local statutory children`s services and with the local safeguarding partners.

Absence policy now Attendance and absence policy

The attendance and absence policy is shared with parents.

First point or if a child is absent for a prolonged period of time the designated safeguarding lead takes immediate action

Absence records will be monitored to identify patterns and trends in child's attendance. An understanding of the child's family individual circumstances will inform the setting's judgement in determining what constitutes a prolonged period of absence.

Under safeguarding;

Contact with social services may be made sooner if there are concerns for a child's wellbeing and welfare.

### Animals and pets

Under animals brought into the setting;

No dogs on the Government Banned dogs list are to be brought into the site at any time. All other dogs brought on site by parents/carers during arrival and departure times must be on a lead and under control. The manager reserves the right to request that a dog is not brought on site, if the animal is out of control or likely to pose a threat. If staff are concerned that a family owns a dog which is on the banned list, it is treated as a safeguarding concern and is reported to the relevant authority and safeguarding procedures are followed.

## Food play

After food play activities;

Playdough and raw ( uncooked flour)

All flour including cornflour is raw until the point it is heated or cooked. Raw flour poses a risk of E.Coli to young children and current advice is that it should not be used for play , or for uncooked playdough recipes.

Only playdough that has beend cooked or made with precooked flour should be used.

Only cornflour that has been cooked or made with precooked flour should be used.

If a child or member of staff is allergic to any of the ingredients they must be replaced, and a safe alternative used.

Staff have up to date information about childrens allergies or concerns about a potential allergy and these are clearly displayed.

If a younger child is likely to put dough in their mouth an alternative will be used as with a child with persistent sensory seeking behaviour.

Children are always supervised when playing with dough and cornflour.

Children and staff wash their hands after use.

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## Other activities with flour

Uncooked flour should not be used for activities where children are exploring through touch or taste, or there is a likelihood they will put their fingers in their mouths.

While using flour in a baking activity you must ensure that the activity is risk assessed and that the children do not eat the flour.

## Student Placement

After students do not have unsupervised access to children; Suitable students on long term placements and volunteers ( aged 17 or over ) and staff working as apprentices in early education ( aged 16 or over ) may be included in the ratios at the level below their level of study , if the provider is satisfied that they are competent and responsible and they hold a valid and current PFA qualification

## Health Policy

In objectives;

Having ongoing discussions with parents/carers to develop allergy action plans for managing individual childrens known allergies and intolerances.

Ensuring that all staff are aware of the symptoms and treatments for allergies and anaphylaxis and that children can develop these at any time.

Ensure that all staff know the difference between allergies and intolerances.

Ensure children are sat in a suitable low chair to eat.

Ensure children are always in sight of a member of staff when eating.

### Staff deployment

Members of staff including assistants, bank staff and students

Setting manager deploys staff when children are eating must be in sight of staff.

### Poorly children

If a child has a raised temperature top clothing may be removed to make them more comfortable, but children are not undressed or sponged down to cool their temperature. A high temperature should never be ignored but it is a natural response to infection.

### Notifiable diseases and infection control

Preventative measures are taken to reduce the risk of an outbreak returning. When an individual shows signs of infectious illness, they are advised not to attend the service. If a child is already in the setting, they will be made

comfortable in a space away from the other children to rest until they are collected. The importance of hand washing will be reiterated and educators will promote the catch it bin it kill it approach.

In the case of an outbreak of a notifiable disease which has been confirmed by a medical professional, the setting manager will seek further advice from the UKHSA if not already contacted by them.

## Infection of bodily fluids

Transmittable virus are spread through bodily fluids. Hygiene measures are put in place to protect staff and children.

## Handwashing

This is a vital part of infection control

Washing of hands will take place;  
After being outside  
Before snacks and meals  
Before cooking  
After toilet use  
After nappy change/ clothing change  
After removing PPE

