

# CRADLEY C OF E VA PRIMARY SCHOOL

## BABYSITTING POLICY 2021/2022

Vision Statement: Enriching Lives

Policy written by: Miss Lauren Smith

<u>Dates</u>					
Written	Spring 22				
Reviewed					
Amended					
Next Review	Spring 23				

At Cradley C of E Primary School we do not provide a babysitting service outside of our normal operating hours. However, we understand that parents sometimes ask staff and their family members to babysit for their children and this policy has been implemented to clarify some points regarding private arrangements between staff, their family members and parents.

The school is not responsible for any private arrangements or agreements that are made, this is between the staff member, their family member and family, however we do expect staff and their family members to inform us that they are babysitting or caring for a child that attends the nursery or school outside of setting. We require the staff member and parent to inform Management by email when the babysitting will take place. Each time a member of staff or a member of their family babysits, it should be recorded in the diary before the babysitting takes place.

We have rigorous recruitment and suitability processes in place to ensure that we employ competent and professional members of staff and uphold our duty to safeguard children whilst on our premises and in the care of our staff. This procedure includes interviews, references, employment history and DBS checks. Whilst in our employment all staff are subject to ongoing supervision, observation and assessment to ensure that standards of work and behaviour are maintained in accordance with our policies. We have no such control over the conduct of staff outside of their position of employment. Parents should make their own checks as to the suitability of a member of staff for babysitting.

We will not take responsibility for any health and safety issues, conduct, grievances or any other claims arising out of the staff member's private arrangements outside of nursery or school hours.

The member of staff will not be covered by the nursery or school's insurance whilst babysitting as a private arrangement.

Out of work arrangements must not interfere with the staff member's employment at the nursery or school.

All staff are bound by contract of Confidentiality Policy and Data Protection Act that they are unable to discuss any issues regarding the school or nursery, other staff members, parents or other children.

The school has a duty of care to safeguard all children attending the setting so if a staff member or a member of their family has some concerns for a child following a private babysitting type arrangement, they need to pass these concerns on to the Safeguarding Lead within the setting (Donna Jones).