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SAFEGUARDING and WELFARE REQUIREMENTS of the Early Years Foundation Stage (EYFS)

The EYFS requires us to have written policies and procedures in place that staff fully understand and comply with, and that are accessible and clearly explained to parents. There are 10 overarching safeguarding and welfare requirements that are broken down into the following headings.

1. CHILD PROTECTION – the provider must be alert to any issues for concern in the child’s life at home or elsewhere. Providers must have and implement a policy, and procedures, to safeguard children. This must include an explanation of action to be taken in the event of an allegation against a member of staff, and cover use of mobile telephones and cameras in the setting.

[Kilnsea Policies – Safeguarding, Lost Child, Confidentiality, Social Networks, Mobile phones Preventing Extremism and Radicalisation, Whistleblowing](#)

[Procedures – Arrival and departure of children, Uncollected children, Child lost or missing, Permission for photographs to be taken at Pre-School, Safeguarding](#)

2. SUITABLE PEOPLE (also covering Disqualification and Staff taking Medication/ Other substances) - the provider must ensure that people looking after children are suitable to fulfil the requirements of their roles. All staff must receive induction training.

[Kilnsea Policies – Recruitment and Selection, Student Placements, Recruitment of Ex-offenders, Preventing Extremism and Radicalisation](#)

3. STAFF QUALIFICATIONS, TRAINING, SUPPORT and SKILLS – The daily experience of children in Early Years settings, and the overall quality of the provision depends on all practitioners having appropriate qualifications, training, skills and knowledge and a clear understanding of their roles and responsibilities. At least one person who has a current paediatric first aid certificate is on the premises at all times when children are present. Health – providers must ensure there is a first aid box accessible at all times with appropriate content. Providers must keep a written record of accidents, injuries and first aid treatment.

[Kilnsea Policies – Staff, Staff Wellbeing, Recruitment and Selection, Health Procedures - Disciplinary](#)

4. KEY PERSON – Each child must be assigned a key person. Their role is to help ensure that every child’s care is tailored to meet their individual needs, to help the child become familiar with the setting, offer a settled relationship for the child and build a relationship with their parents

[Kilnsea Policy – EYFS Learning AND Development Story, and Key Person system, Online Learning Journey, EAL](#)

5. STAFF/CHILD RATIOS – staffing arrangements must meet the needs of the children and ensure their safety.

[Kilnsea Policy – Staff](#)

6. HEALTH (also covering Medicines, Food and Drink, Accident and Injury) – the provider must promote the good health of the children in the setting. They must have a procedure, discussed with parents and /or carers for responding to children who are ill or infectious, take necessary steps to prevent the spread of infection and take appropriate action if children are ill. Policy for administering medicines must include a system for obtaining information about a child’s need for medicines, and for keeping this up to date. Providers must keep a written record of accidents, injuries and first aid treatment. Providers must ensure there are suitable hygienic changing facilities for any children in

nappies. Where children are provided with meals, snacks or drinks, these must be healthy, balanced and nutritious.

[Kilnsea Policies – Health, Hygiene, Supporting Personal Development, Asthma, Sun Protection, Covid-19](#)

[Procedures – Administering medicine, Emergency Treatment, Asthma, Changing nappies, Sick children in our care, infectious notifiable diseases, Reporting of injuries, diseases and dangerous occurrences which are work-Related, ‘Systems of Control’, hygiene, Track and Trace](#)

7. MANAGING BEHAVIOUR – Provider must have and implement a behaviour management policy and procedures

[Kilnsea Policies – Behaviour, Superhero and Fighting Role Play Policy](#)
[Procedures – Behaviour Management](#)

8. SAFETY and SUITABILITY of PREMISES, ENVIRONMENT and EQUIPMENT (also covering safety, smoking, premises, risk assessment and outings) – providers must ensure that their premises, including outdoor spaces, are fit for purpose. They must have, and implement, a health and safety policy and procedures which cover identifying, reporting and dealing with accidents, hazards and faulty equipment. Provider must promote the good health of children attending the setting. They must take reasonable steps to ensure the safety of children, staff and others on the premises. Providers must have a clear and well understood policy and procedures for assessing any risks to children’s safety and review risk assessments regularly. Providers must take reasonable steps to ensure the safety of those on the premises in the case of fire or any other emergency, and must have an emergency evacuation procedure. Providers must keep premises and equipment clean, and be aware of and comply with, health and safety legislation (including hygiene requirements). There must be a no-smoking policy and smoking must be prevented in a room or outside area when children are present or about to be present.

[Kilnsea Policies – Safety, Fire Risk, Closure, Lockdown](#)
[Procedures – Fire Safety, Risk Assessment, Outings](#)

9. EQUAL OPPORTUNITIES – providers must have, and implement, a policy and procedures to promote equality of opportunity for children in their care, including support for children with special educational needs or disabilities

[Kilnsea Policies – Inclusion, special educational needs, EAL](#)

10. INFORMATION and RECORDS (also covering Information about the child, Information and Carers, Complaints, Information about the provider and Changes to be notified to Ofsted) for parents/ carers. Providers must maintain records and obtain and share information to ensure the safe and efficient management of the setting and to help ensure the needs of all children are met. Confidential information and records about staff and children must be held securely and only be accessible/available to those who have a right or professional need to see them. There must be a procedure in place for dealing with concerns/complaints from parents and/or carers

[Kilnsea Policies – Online Learning Journey, Admissions and Allocation of Places, Complaints, Publicity, Change of Details, Confidentiality, Secure storage, handling, use, retention and disposal of disclosures, Whistleblowing, Data Protection](#)

[Procedures – Complaints, to inform Ofsted of changes.](#)

[INFORMATION – The Pre-School, Parents Rota, The Early Years Alliance, Education through Play, EYFS Learning and Development Story, Children at ‘Work’, Early Years Entitlements and Fees](#)