

SECTION 1

General Welfare Requirement: Safeguarding and promoting children's welfare.

The provider must take necessary steps to safeguard and promote the welfare of children.

Safeguarding children

Premises and security

Pre School closure

Policy statement

In the event of any of the following exceptional circumstances, Kings Hill Pre School may not be able to open, or has to close a daily session early.

- Adverse weather conditions
- Power failure
- Burst pipes and/or flooding
- No heating during cold weather
- No hot or running water
- Staff sickness
- Security/safety warnings e.g. fire, gas leak
- Epidemic, following advice from the Infection Control Unit.

EYFS key themes and commitments

1.3 Keeping safe

2.2 Parents as
partners

3.4 The wider
context

Procedures

In the case of Kings Hill Pre School being unable to open the following steps will be followed to keep parents informed of the situation,

- Local radio announcements, Invicta FM, Radio Kent, KMFM
- Kings Hill Pre School's web site, www.kingshillpreschool.co.uk
- Telephone
- Sign on door

In the event that Kings Hill Pre School has to close a daily session early, in the event of any of the above, we will endeavour to,

- Contact all parents using current contact numbers. Please ensure that you advise us of any telephone number changes
- Use emergency numbers if parents cannot be contacted
- In the event that we are unable to contact either the parent or emergency contact, we will follow our uncollected child policy and procedure.

Please note, due to administrative and running costs we will not be able to offer refunds and cannot offer any alternative sessions.