



66 Saltash Road,
Keyham, Plymouth, PL2-1QS

www.pelican-childcare.co.uk

Policy on third party visitors to the centre

The centre welcomes visitors from all walks of life including;

Volunteers who read with the children

Animal lecturers

Charity support workers

Cookery sessions

Police and fire services

Any activity where a person is directly involved with the children.

We will ensure that each person has a current and relevant DBS enhanced disclosure, and ID on their arrival. Their ID is checked before they enter the Centre and that they are not left alone with the children at any time. They will be asked to sign in and out in the office or department they are visiting. Badges in the office will be issued to identify a visitor to the setting.

If there is any doubt about their status or DBS than additional checks will be carried out before they are admitted to the centre.

Any person working within the centre will be asked to read our Safeguarding policy and procedures, sign to say that they will abide by them and follow them rigidly at all times.

Health and Safety policy and procedures must be followed whilst they are in the centre or the outdoor areas.

Risk assessment will be carried out before any activity will take place with any third party.

Pelican - Policy on Visitors

This policy was adopted on

By.....

Review

date.....