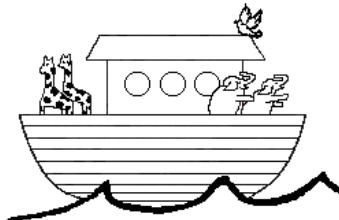


Safeguarding and Welfare Requirement: Safety and Suitability of Premises, Environment and Equipment.

Providers must take reasonable steps to ensure the safety of children, staff and others on the premises

Noah's Ark



Pre-School

IN THE EVENT OF ADVERSE WEATHER

We will consult weather reports and, where possible, make a decision early in the morning, before 7.30am. The manager will liaise with the chairperson, who will make the decision whether to close the pre-school or remain open. If the pre-school is to close then the local radio stations (i.e. Radio Suffolk 01473 250000) will be informed as soon as the decision is made. We will leave a message on the pre-school answer machine. and messages will also be sent via the parent/ text service. A notice will be placed at the premises by a member of staff (weather permitting) in case parents have not heard via other methods.

We will shut if we are unable to meet the correct staff ratios due to travelling difficulties. We will also shut if access to the pre-school is dangerous. In the event that we remain open it is entirely up the parent / carer whether they bring the child into pre-school. If the weather becomes dangerous during the day or a session and the decision is made to close then all parents / carers will be contacted on their emergency number and asked to pick up the pre-school child as soon as possible.

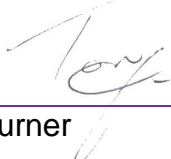
IN THE EVENT OF A POWER CUT

If staff arrive to find the premises has a power cut with no lights or / and heating and the temperature is below a comfortable temperature then the manager will liaise with the chairperson, who will make the decision whether to close the pre-school or remain open. If the pre-school is to close then the local radio stations (i.e. Radio Suffolk) will be informed as soon as the decision is made, and messages will also be sent via the parent/ text service, if possible. A notice will be placed at the premises by a member of staff in case parents have not heard via other methods.

If the power cut occurs during a session then the staff will decide whether the pre-school will remain open: this is dependent upon the time of day and weather.

IN THE EVENT OF ANY OTHER EMERGENCY

The decision will be made by the manager and / or chairperson as to how to proceed. If the pre-school needs to close before the morning session has begun then the same procedures will apply as above. If there is a problem during the day then parents / carers will be telephoned and asked to collect their children from pre-school as soon as possible.

This policy was adopted by	Noah's Ark Pre School	<i>(name of provider)</i>
On	18th April 2016	<i>(date)</i>
Date to be reviewed	April 2017	<i>(date)</i>
Signed on behalf of the provider		
Name of signatory	Tony Turner	
Role of signatory (e.g. chair, director or owner)	Chairperson	