



NEW STAFF POLICY

When new staff members start at Grassroots before they have received a clear enhanced DBS check, they will never be allowed to be with children unsupervised.

All existing staff will be made aware that the new starter is waiting for their DBS and therefore must not be left alone with children

No person will be allowed to supervise bathroom duties, nor will they be allowed to change nappies or clothes.

Should they suspect a child's nappy needs changing then they must advise another member of staff and not check themselves.

SignedProprietor

Signed.....Manager

To be updated 1/11/2017 or before if required