



Babysitting Policy

At Growing Patch Nursery, we do not provide a babysitting service outside of our normal operating hours. However, we understand that parents sometimes ask nursery staff to babysit for their children, this policy has been implemented to clarify some points regarding private arrangements between staff and parents.

Growing Patch Nursery is not responsible for any private arrangements that are made between staff and the family; however, we do expect staff to inform us if they are babysitting or caring for a child that attends nursery outside of the setting. We require the staff member and parents to sign a copy of this policy which will be kept on file.

Each time a member of staff babysits it should be recorded in the diary before babysitting takes place.

We have rigorous recruitment and suitability processes when recruiting staff and uphold our duty to safeguard children whilst on our premises and in the care of our staff. This procedure includes interviews, references, employment history and DBS checks. Whilst our staff are subject to ongoing supervision, observation and assessment to ensure the standards of work and behaviour are maintained in accordance with our policies. **We have no such control over the conduct of staff outside of the setting.**

We will not take responsibility for any health and safety issues, conducts, grievances or any other claims arising out of the staff members private arrangements, outside of the setting hours. **The member of staff will not be covered by the nursery's insurance when babysitting as a private arrangement.**

Out of hours work arrangements must not interfere with the staff members employment at Growing Patch Nursery Ltd.

All staff are bound by contract of the Confidentiality Policy and Data Protection Act that they are unable to discuss any issues regarding nursery, other staff members, parents and children.

The nursery has a duty to safeguard all children attending the setting so if a staff member has some concerns for a child following a private babysitting arrangement they need to pass these concerns onto the safeguarding lead within the nursery.

The member of staff is not to take the child from the nursery setting at the end of the child's session. All arrangements should be made after nursery hours.

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| Name/Signature Parent/Carer: | Name/Signature Staff: | Date: |
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