



STAFF CHILDREN POLICY

PURPOSE

Little Rays support all their staff to manage their own childcare responsibilities. As part of this Little Rays allows older children of staff to be present during preschool, forest school and ASC when their schools have INSET days or other closures. Other reasons may also be acceptable.

The aim of this policy is to ensure the Health & Safety of these children when they are with Little Rays.

PROCEDURE

Any older child who is not a member of preschool, forest school or ASC remains their parent's responsibility at all times.

Older children must be signed on and off the premises on the designated section of the register.

Any older child must obey any instructions given to them by any member of Little Rays staff and remain within the same boundaries as the younger children.

Older children may not participate in any intimate care procedures for any other child and may not lift up a younger child.

Older children may join in play with the younger children as they wish but must remember that the younger children have priority.

Older children may, under supervision, help adults in the kitchen.

Any older child on the premises who has a mobile phone or other electronic device must follow the staff mobile phone policy and keep their phone in the lockbox in the office. Any smartwatches must be set to airplane mode.

No older child is permitted to take photographs of any younger children.

References

Little Rays mobile phone policy

Equality act

The Health and Safety at Work Act 1974

Occupational health and Safety Act

Management of Health and Safety at Work Regulations

Ratified by:			
Written by:	Suzie Speed	20 March 2024	
Reviewed by :	Mairead Cheeseman	05/09/2025	