



Password for Collections

In our aim to maintain security and safety at the nursery we operate a password system for anyone other than parents, or main carers collecting children.

Advance notice is required if someone other than previously arranged is coming to collect any child. We will then ask parents to provide a password that can be given to this person when they come to the nursery e.g. Postman Pat. Where possible a password is recorded on a child's admission form. When this person rings the nursery door bell they will then be asked for the password before gaining entry. They will also be required to sign out the child in the usual fashion. If a child's parent/guardian has not given us advance notice of such a collection then all attempts will be made to contact the parent and the child will not be allowed to leave nursery. If all attempts to contact a parent fail then our non-collection policy will come into effect. This system ensures that no errors are made and enables us to maintain the security of all children in our care

Parents are informed that we are not legally allowed to hand children over to minors at the end of a session.