

## Visitors In my Home

As an Ofsted registered Childminder I am very aware of my role in keeping your child safe. Whilst children need to mix with other children and adults it is my responsibility to ensure the suitability of those that they come into contact during minded hours. I have therefore written the following policy regarding visitors in my setting during my minded hours.

- Any regular visitors to my setting will be asked to complete a CM2 form and will then undertake a check from the Disclosure and Barring Service
- I will not leave a minded child in a room alone with a visitor, unless I know they have a current DBS certificate, for example another Ofsted Registered Childminder.
- I will not allow any visitors to take my minded children to the toilet or change their nappies.
- I will request identification from all visitors not known to me and will refuse entry if I am unsure of them.
- I will endeavour, when possible, to arrange for any maintenance work to my property to be carried out at weekends and during non-minding hours.
- All visitors will be required to sign in.
- ALL visitors to my home during Childminding hours are asked to keep their phones in their bags and to take calls away from the children

If you have any concerns regarding this matter please do not hesitate to contact me.