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| **NUMBER** | **POLICY NAME** | **SUBHEADINGS** |
| **1** | **Health and Safety & Risk Assessment** | The building, risk assessments, entrance/ exit, maintenance, smoking |
| **1.02** | **Food Safety and Nutrition Policy** | Food preparation, food play, kitchen area, food safety, nutrition and serving |
| **1.03** | **Kitchen, Food Hygiene and Preparation** | Food preparation, food play, kitchen area, food safety, nutrition and serving |
| **1.04** | **Childrens bathrooms and changing** | Toilets, nappy changing, toilet/ potty training, cleaning |
| **1.05** | **Breast milk and feeding** | Storage, milk preparation, boiled water and breast feeding |
| **1.06** | **Outings and trips** | Preparation and planning, risk assessments, transport, farm and zoo |
| **1.07** | **Outdoor space** |  |
| **1.08** | **Staff safety, harassment and lone working** | Agitated visitors, threats and abuse towards staff, incident recording, lone working |
| **1.09** | **COSHH** | Control of substances hazardous to health |
| **1.10** | **Manual handling** |  |
| **1.11** | **Threat or lockdown** | Terrorist attack, lockdown, reporting and recording |
| **1.12** | **Animals and pets** |  |
| **1.13** | **Entrances and Approach to Building** |  |
| **1.14** | **Closed circuit television** |  |
| **1.15** | **Notifiable incident non child protection** |  |
| **2** | **Fire safety** |  |
| **2.1** | **Evacuation procedure** |  |
| **4** | **Health policy** |  |
| **4.01** | **Accidents and emergencies** | first aid, serious accidents, reporting and recording |
| **4.02** | **Administration of medication** | Calpol, storage, recording, long term medical conditions, staff medication |
| **4.03** | **First aid** |  |
| **4.04** | **Allergies, intolerance, dietary requirements** | Allergies, intolerances, dietary requirements, fussy/ faddy eating |
| **4.05** | **Sickness and illness** | Temperatures, HIV/ AIDS, headlice, Calpol and Nurofen, sickness and diarrhoea |
| **4.5a** | **Exclusion list for infection control** |  |
| **4.06** | **Oral Health** |  |
| **5** | **Promoting inclusion, equality and diversity** | British values, challenging discrimination |
| **6** | **Safeguarding** | Safeguarding children and young people and vulnerable adults |
| **6.01** | **Responding to safeguarding or child protection concerns** | Safeguarding roles, disclosures, decision making, information sharing, referrals, recording and reporting, **whistleblowing**, FGM, prevent duty (extremism or radicalisation), gang activity, forces marriage/ honour-based violence |
| **6.01** | **Signs and symptoms of abuse** |  |
| **6.02** | **Allegations against staff** | Reporting and recording, data and barring service |
| **6.03** | **Intruder on premises** |  |
| **6.04** | **Uncollected Child** |  |
| **6.05** | **Missing Child** |  |
| **6.06** | **Incapacitated Parent** |  |
| **6.07** | **Death of a Child on Site** |  |
| **6.08** | **Looked after Children** |  |
| **6.09** | **E-Safety, Online Safety, CCTV** | Tapestry journals, CCTV |
| **6.10** | **Whistle Blowing** |  |
| **7** | **Record keeping** | Childrens record, data protection, safeguarding recording principles, GDPR |
| **7.01** | **Privacy notice** |  |
| **7.02** | **Confidentiality, recording and sharing information** | Confidentiality, consent for sharing, exceptions, transferring records, learning journals |
| **7.03** | **Funding** |  |
| **8** | **Staff, volunteers, and students**  **Recruitment policy** | Recruitment policy, Inductions, placements |
| **8.01** | **Recruitment Checks** | DBS, References, ID verification, suitability to work. |
| **9** | **Early Years practice policy** |  |
| **9.01** | **Childcare and Early education terms and conditions** |  |
| **9.02** | **Attendance and Absence** |  |
| **9.03** | **Promoting positive behaviour** |  |
| **9.04** | **Identification, assessment and support for SEND children** |  |
| **9.05** | **Intimate care and nappy changing** |  |
| **9.06** | **Sleep and rest time** |  |
| **9.07** | **Transition to School** |  |
| **9.08** | **Progress checks aged 2** |  |
| **10** | **Working in partnership** |  |
| **10.01** | **Working in Partnership** | With parents and agencies |
| **10.02** | **Complaints procedure** |  |
| **12** | **Sustainability action plan** |  |