

Babysitting Policy

Burwell Early Learners (BEL) & After School Club (ASC) does not offer a babysitting service.

However, we understand that parents may ask the staff to babysit for their children.

This policy aims to clarify some points regarding this private arrangement between staff and parents/carers.

Where an arrangement is to be made we ask that both parents and the relevant staff member sign a copy of this policy to acknowledge and that both parties will adhere to the following statements regarding any arrangement:

BEL will not be responsible for any private arrangements or agreements that are made.

BEL will not provide personal telephone numbers of either staff or parents; it is up to parents and staff to liaise between themselves.

BEL will not be accountable for the babysitter when in the home of the family and as such are not bound by any of the nurseries policies and procedures regarding practice or procedure.

Out of hours work arrangements must not interfere with a staff member's employment at BEL.

Confidentiality of employment must be adhered to and respected.

BEL matters must not be discussed by parents and staff when outside of the setting - these should be dealt with in the appropriate manner during BEL hours.

Staff should maintain an appropriate level of professionalism.

Parents should be aware that other adults accompanying the babysitter may not have the relevant DBS clearance, and it may not be appropriate for them to care for children.

BEL will not be held responsible for any health and safety or other issues that may arise from these private arrangements.

Parents should recognise that whilst BEL has a duty of care to all children whilst on our premises, and in the care of our staff, this duty does not extend to private arrangements between staff and parents/carers outside of nursery hours.

Staff must recognise that they have a duty to adhere to safeguarding policies, including the Child Protection Policy, and any issues that arise must be reported to the Manager and Designated Person.

Should staff have any safeguarding concerns whilst babysitting then they should seek advice from the Designated Child Protection Officers.

If the staff member is to take the child out of BEL at the end of their session, the Manager will need written parental permission.

The staff member and child will not be covered under BEL's insurance for any private arrangements.

When babysitting, staff members must always remain professional and maintain and respect the expectations we have of our staff at BEL.

We ask that both parents and staff acknowledge and adhere to the following statements:

Signature of Staff Member

Signature of Parent/Guardian

This policy was adopted at a meeting of Burwell Early Learners

Held on 4th December 2019.

Date to be reviewed Dec 2020

Signed on behalf of the management committee



Name of signatory ELIZABETH SUSAN SWIFT

Role of signatory (e.g chair/manager)

CHAIR