**Babysitting Policy**

Chalke Valley Playschool values the strong community ties built with families, particularly as parents often return with subsequent children. As a small, close-knit setting, parents may occasionally request staff members to babysit or nanny their children outside preschool hours. These arrangements are private agreements between the parents and the individual staff members. To maintain professionalism and ensure fairness, the following policy and procedures apply:

**Policy Guidelines**

1. **Playschool’s Responsibility**
	* Chalke Valley Playschool is not responsible for any private agreements between staff and parents.
	* The Playschool’s duty of care and safeguarding responsibilities apply only during preschool hours and do not extend to private arrangements.
2. **Confidentiality**
	* Staff must always adhere to the confidentiality policies of Chalke Valley Playschool.
	* Breaches of confidentiality concerning the Playschool, staff, parents, or children will result in disciplinary action.
3. **Suitability of Staff Members**
	* While the Playschool rigorously vets its staff for suitability, including DBS checks, this process does not apply to other individuals associated with staff members who may be present during private babysitting arrangements.
	* Parents are responsible for determining the suitability of the staff member for babysitting or childminding their children.
4. **Safeguarding**
	* Staff have a duty to report any safeguarding concerns, whether they arise within or outside the Playschool, following standard safeguarding procedures.
5. **Insurance and Conduct**
	* Chalke Valley Playschool’s insurance does not cover staff members outside the premises.
	* Staff members are responsible for ensuring they have appropriate car insurance, MOT, and child safety equipment if they transport children as part of private arrangements.
	* Any incidents arising during babysitting or nannying may impact the staff member’s suitability to work at the Playschool.
6. **Restrictions on Leaving Employment**
	* Staff members are not permitted to leave Chalke Valley Playschool to work privately for a family of the Playschool for at least six months after the child’s last attendance.
7. **Impact on Playschool Work**
	* Babysitting or nannying arrangements must not interfere with staff members’ working hours or professional relationships with children and families at the Playschool.
	* The manager will address any concerns during supervision and agree on strategies to mitigate potential conflicts.

**Procedures for Collecting Children from the Playschool**

1. **Notification of Arrangements**
	* Parents must inform the manager if a staff member is due to collect their child from the Playschool.
2. **Responsibilities During Collection**
	* If the staff member is working, the child must remain booked into Playschool until the staff member’s shift ends.
	* Once the staff member assumes care of the child, they are fully responsible for the child’s wellbeing, including health and safety.
3. **Transport Arrangements**
	* Parents and staff must ensure that appropriate car safety equipment is in place if the child is being transported.
4. **Unwell Children**
	* If the child is unwell, the parent must collect them from Playschool, following the sickness policy.
5. **Professional Boundaries**
	* If a staff member’s relationship with the child affects their professional role, the manager will address this during supervision and implement strategies to prevent further issues.

This policy aims to uphold Chalke Valley Playschool’s professional standards while recognising the private nature of these arrangements and protecting the integrity of the setting.