

# Visitors in my home

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As a registered childminder, I'm 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 with at my setting. I have therefore written the following policy regarding visitors in my home, during working hours.

- Any regular visitors to my setting will be asked to complete an ey2 form and then be asked to complete a DBS.
- I will not leave a minded child in a room alone with a visitor, unless I know they have been DBS checked.
- I will not allow any visitors to my setting to take children to the toilet or change 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 where possible to have any maintenance work to be carried outside of working hours.
- I ask all visitors/parents to keep phones in bags/pockets whilst on my premises, unless agreed by myself e.g showing me something relevant to your child.
- The use of all mobile devices comes under this policy e.g tablets, phones
- I will ask older children to keep phones etc in their bags unless supervised by myself.

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