1.31 Visitors Policy

Policy statement

At St Christopher's Playgroup we are committed to safeguarding. We maintain the highest possible security of our premises to ensure that each child is safely cared for during their time with us.

Procedures

- All visitors must sign in upon arrival and sign out when leaving the premises
- Visitors must leave any phones or other devices with cameras in the foyer in the basket provided
- Visitors must not unlock the main door under any circumstances. Only staff are permitted to unlock the door to let visitors in and out
- Visitors must sign to say that they have read, understood and agree to the policy

This policy was adopted at a meeting of	St Christopher's Playgroup	name of setting
Held on	September 2026	(date)
Date to be reviewed	September 2027	(date)
Signed on behalf of the management committee	KJCookes	
Name of signatory	Karen Cookes	
Role of signatory (e.g. chair)	Manager	

Please sign here to say you have read, understood and agreed to the Visitor's Policy

Name of Visitor	Date	Signature
