



See below the list of statutory policies and procedures according to the Early Years Foundation Stage Statutory Framework. This checklist signposts where key information can be found.

Statutory Policies and Procedures for the EYFS	Where can it be found?
<p>Safeguarding procedures, including:</p> <ul style="list-style-type: none"> <li>• Action to be taken when there are safeguarding concerns about a child and in the event of an allegation being made against a member of staff</li> <li>• Settings must put appropriate whistleblowing procedures in place for staff to raise concerns about poor or unsafe practice in the setting's safeguarding provision. This must include when and how to report concerns and the process that will be followed. The setting must ensure staff are aware of the setting's whistleblowing procedures and must ensure all staff feel able to raise concerns about poor or unsafe practice and know that such concerns will be taken seriously by the senior leadership team</li> <li>• How mobile phones, cameras and other electronic devices with imaging and sharing capabilities are used in the setting</li> <li>• Procedure for checking identity of visitors</li> <li>• Procedures to follow to check the suitability of new recruits</li> <li>• Detail of how safeguarding training is delivered and how practitioners are supported to put this into practice.</li> <li>• Processes to address child absences in a timely manner. Including how families are contacted, how trends and patterns are recorded and how</li> </ul>	<p>See Children Protection and Safeguarding Policy and Late and Non-collection Policies.</p> <p>Attendance processes can be found in Admissions Policy and whole school Attendance Policy.</p> <p>See whole school Whistle Blowing Policy.</p>

absence processes work alongside nursery safeguarding responsibilities. An attendance policy must be shared with families that includes the expectations for reporting and the actions the setting will take for prolonged absence without notification.	
Procedures for responding to children that are ill or infectious.	See Health and Safety Policy and Administration of Medicines Policy
Administering medicines policy, which must include systems for: <ul style="list-style-type: none"> <li>• Obtaining information about a child's needs for medicines</li> <li>• Keeping this information up to date</li> </ul>	See Administrations of Medicine Policy
Emergency evacuation procedure	See Health and Safety Policy and Emergency Plan.
Procedures to be followed in the event of: <ul style="list-style-type: none"> <li>• A parent or carer failing to collect a child at the appointed time</li> <li>• A child going missing at, or away from, the setting</li> </ul>	See Lost Child Policy and Late/Non Collection Policy
Procedure for dealing with concerns and complaints from families	See Complaints Policy