

Child Collection Policy

In the event of a child's parent/carer being late to collect their child, at least two nursery staff will remain in the nursery with the child.

All attempts to reach the parent/carer via telephone will be made. If parent/carer cannot be contacted then staff will contact the other names on the emergency contact list.

After all of the above have been attempted, 7.00pm will be the point at which a referral will be made to Children Services MASH. (See safeguarding policy for contact details) Staff will remain with the child whilst the procedures are followed.