

## 8.8 Babysitting

### Policy statement

Albany Montessori School (the nursery) does not encourage staff entering into private babysitting arrangements with parents/carers outside of their normal nursery attendance, but we realise staff may be approached by parents at the nursery from time to time regarding this type of arrangement. Therefore, if these arrangements are made, they are separate to the parent's agreement with the nursery, and neither the nursery, nor its management accept any liability for the actions of individuals employed by the nursery outside of their contracted work within the nursery during its normal hours of operation.

Parents must be aware that:

- Care outside of the agreed nursery operation hours is not part of the service provided by the nursery and it will take no part in any such arrangements.
- We will not take responsibility for any health and safety issues, conduct, grievances or any other claims arising out of the staff member's private arrangements outside of nursery hours. The member of staff will not be covered by the nursery's insurance whilst babysitting as a private arrangement.
- Out of hours babysitting arrangements must not interfere with staff members' employment or working hours.
- Other adults accompanying the babysitter may not have the relevant Disclosure and Barring Service (DBS) clearance and so it may not be appropriate for them to care for children.
- If a staff member is to take the child at the end of that child's nursery session (which may not be the end of a nursery day) the manager will require written permission from the parent/carer.

Staff must be aware that:

- Staff members must inform us if they are babysitting or caring for a child that attends the nursery outside of the setting.

- The nursery has a duty of care to safeguard all children attending the setting so if a staff member has some concerns for a child following a private babysitting type arrangement they need to pass these concerns on to the Designated Person within the setting.
- All staff are bound by contract of the Confidentiality and Client Access to Records Policy, Data Protection Policy and Data Protection Act. They are unable to discuss any issues regarding the Nursery, other staff members, parents or other children. Failure to do so will result in disciplinary action.
- If a staff member is to take a child at the end of its nursery session the nursery requires written permission from the parent/carer. It is also the staff member's responsibility to ensure they have the appropriate insurance, MOT and child restraints or child safety seats if they are transporting them in a car.

Checked 30/06/22