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Registered Charity Number: 1044583

Ofsted number: 253986

**Babysitting Policy**

Our practitioners have a duty of professionalism both inside and outside of the setting.

This policy is for staff and parents who wish to make arrangements for babysitting outside of preschool hours.

We develop excellent relationships with our families. From time to time parents may request individual staff members babysitting services outside of preschool working hours. This policy clarifies key points and procedures regarding private arrangements made between staff and parents.

At Buxton Preschool Playgroup we have a rigorous recruitment procedure to ensure we employ competent and professional members of staff and uphold our duty to safeguard children whilst on our premises and in the care of our staff. This procedure includes interviews and vetting such as DBS checks and confirmation of references and qualifications. Furthermore, whilst in our employment all staff members are subject to ongoing supervision, observation and assessment to ensure that standards of work and behaviour are maintained in accordance with our policies.

We have no control over the conduct of staff outside of their position of employment and our duty to safeguard children as above does not extend to private arrangements.

* Buxton Preschool Playgroup will not be responsible for any private arrangements or arrangements that are made between staff members and parents/carers.
* All babysitting work must be declared to the preschool manager and recorded.
* 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 preschool hours. If a parent has an allegation about a member of staff who is babysitting they should contact Childrens’s Advice and Duty Services via Norfolk County Council’s Customer Services on 0344 800 8020 or seek advice from the NSPCC on 0808 800 5000
* In the event that private babysitting duties are viewed to interfere with any aspect of the staff members employment, we may require that the agreement be terminated.
* Confidentiality of children, other staff members and all clients must be adhered to and respected. Discussions about the setting, other children, parents or employees are not permitted and would be considered breach of contract.
* The staff member must declare any income from babysitting (as this could be deemed taxable income) through self-assessment to HMRC.