



Collection Policy

All children will be handed over to parents or carers at the Nursery door. No child will be taken without dealing with a staff member.

We expect written prior information regarding any changes to the nominated persons collecting a child.

Any child that leaves Nursery before the end of a session will be noted in the register in case of fire.

We reserve the right to keep a child at Nursery if we have concerns for their welfare. We would not allow a child to be collected by anyone under the influence of alcohol or drugs.

We do not allow children to be collected by anyone under the age of sixteen.

Children should be collected on time. If an emergency arises we ask parents / carers to contact the Nursery with an expected time of arrival.

See also Uncollected Child Policy.