

The Play Corner

Visitors

The Play Corner happily welcomes visitors and operates an open-door policy. However, at times we will need to limit this to avoid any unnecessary disruptions and to protect the children and staff. We would advise all visitors to book in advance to ensure the staff member is available.

The nursery manager/owner Faye or in her absence, the deputy manager Michelle have the authority to determine which visits are permitted. We reserve the right to refuse entry if we have reasonable doubt of their identity. In some cases where parents are separated both parents have the right to visit the nursery, unless a court order is placed restricted contact.

All visitors should wear a badge to identify themselves where possible. Visitors will always be supervised by a member of staff, and they will be advised of the fire exits.

Before we allow access at the door staff will:

- Check the identity of the visitor if we do not recognise before allowing them access.
- Check password for collection and authorised persons to collect.
- Visitors must sign in the visitors' book.
- Visitors will be supervised at all times.
- Parents and visitors are reminded not to allow entry to any person whether they know them or not.

Date written: August 2024 by Faye Willoughby

Review: 20/08/2026 by Sam Shepherd