



## Ladybird Playgroup & Pre-school (CIO 1162435) – Babysitting Policy

School Lane, Thriplow, Royston, Herts, SG8 7RH

Tel: 01763 208055 Email: [ladybirdplaygroupthriplow@gmail.com](mailto:ladybirdplaygroupthriplow@gmail.com) Web: [www.ladybird-playgroup.co.uk](http://www.ladybird-playgroup.co.uk)

## Babysitting Policy

### Policy Statement

Ladybird Playgroup & Preschool CIO does not provide an onsite babysitting service outside of our usual operating hours. Historically it has not been uncommon for our staff to be asked to babysit for Ladybird families outside of the setting's working hours. We have been advised by the Learning Alliance that from a Safeguarding perspective it is best practice that paid staff should not babysit for any family attending the setting.

This policy outlines the position of Ladybird Playgroup & Preschool CIO with regards to babysitting by its staff.

### **Definition:**

*Babysitting: Care of a Ladybird Playgroup/Preschool child outside of the setting's normal operating hours by a staff member, by private arrangement with the family.*

Ladybird Playgroup & Preschool:

- Will not be responsible for any arrangements or agreements made between parents/carers and our staff regarding babysitting;
- Will not be held responsible for any health and safety or conduct grievances or any other claims which may arise from these private arrangements; and
- Has a duty to safeguard all children whilst on their premises and in the care of our staff during our opening hours. This includes having a number of trained and experienced staff on the premises at all times who follow Ladybird's policies and procedures. This duty does not extend to private arrangements between staff and parents/carers outside of our usual operating hours. In addition, parents/carers should note that the member of staff will not be covered by the setting's insurance whilst babysitting by private arrangement.

Staff Employed at Ladybird Playgroup & Preschool CIO:

- are aware of the setting's position that its staff should not babysit for families with children at the setting;
- must uphold the Confidentiality, Policy and Data Protection Act 1998, at all times. Discussions about Ladybird Playgroup & Preschool, other children or families and employees of Ladybird are not permitted during private conversations with Ladybird families, and would be considered a breach of contract.

Parents/carers of children attending Ladybird Playgroup & Preschool CIO:

- Should not involve the setting with their private babysitting arrangements; Should be aware that, in the event that a private babysitting arrangement is made with a staff member, it is the responsibility of the parent/carer to make their own checks as to the suitability of the staff member for babysitting. Parents/carers should be aware that any person accompanying the babysitter may not have been DBS checked, and as such, they may not be suitable to care for children.
- Ladybird Playgroup & Preschool 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



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private babysitting arrangement, they need to pass these concerns on to the designated Safeguarding lead within the setting.

- It will be the staff member’s responsibility to ensure they have the appropriate insurance, MOT and child restraints or child safety seats if they are transporting the child in a car as part of the any private babysitting arrangement.

This policy was adopted at a meeting of the Ladybird Playgroup	
Held on (date)	
Signed on behalf of the Ladybird Playgroup Committee	
Role of signatory (e.g. chairperson etc.)	
Signed by Playgroup Leader/Deputy	
Name of Playgroup Leader/Deputy	