Visitors

During our working day, it is possible that we will be welcoming visitors into our nursery, for a variety of reasons.

- Families coming to look around
- Professionals coming to work staff and or, with specific children e.g., Sensory support or Speech and Language specialists
- Tutors coming to see students
- School staff to support children with transitions into school/nursery
- Trustees and/or prospective Trustees

Whatever the reason for the visit, we recognise that visitors are an important part of our routines, and it is important that we enable visits to be effective and ensure that they happen safely. And that they do not negatively impact on our children.

We would prefer visit to be prearranged wherever possible, to ensure that we can be prepared for the visit and;
a) to ensure we have adequate staffing in place, to enable a staff member to spend time with our guest
b) to ensure that the children are prepared and know who to expect and when
c) to ensure the visit happens during an appropriate time in the day, to enable the visit to be successful.

We are open minded to a spontaneous visit for example a new parent popping in for a visit. Wherever possible we will facilitate this, however, please be aware that there may be occasions where we might have to ask the visitor to reschedule their visit.

On arrival visitors will be asked to sign in on our visitors App. They will be asked to leave a contact details in case we need to make contact after the visit; for example, due to track and trace.

Visitors to the setting will be asked to wash their hands before they enter the main area and come into contact with the children and staff. They will also be required to keep their mobile phone devices securely in their bags and their bag can be left safely in the office.

We encourage our children to be kind and friendly towards others including visitors, we do this by positive role modelling. When children witness first hand positive engagements and interactions between adults and children, they are likely to copy these interactions and adopt their own friendly approach to others. Which is a very important part of their learning and development and helps our children to develop their confidence and communication skills.

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