



Kidz Star Club Policies

ANNUAL REVISION

1. Administration of Medicine Policy
2. Arrival and Departure Policy
3. Complaints Policy and Procedures
4. Confidentiality Policy
5. E-Safety Policy
6. Emergency and Fire Plan Policy
7. Emergency Evacuation Plan Policy
8. Food and Drink Policy and Procedures
9. Health, Hygiene and Food Safety Policy
10. Health and Safety Policy (Not an Ofsted requirement)
11. Incident Procedure Policy
12. Inclusion Policy
13. Intimate Care Policy
14. Leaving the Floor Policy
15. Lost or Missing Child Policy
16. Non-Collection of Children Policy
17. Payment of Fees Policy
18. Recruitment, induction and retention
19. Safeguarding children and child protection
20. Special educational needs/disability
21. Staffing and employment
22. Trips and Outings
23. Violence and Intruder
24. Whistle-blowing

Not on website

3 YEARLY

25. Admissions
26. Behaviour Management (Not an Ofsted requirement)
27. Dignity and Respect at work
28. Dress code
29. Equality and Diversity (Not an Ofsted requirement)
30. Equipment and Resources
31. Moving and Handling
32. Settling in
33. Sickness & Absence

5 YEARLY

34. Contingency Reserves
35. No smoking
36. Pre-Employment Screening and Background Checking Policy and Procedures
37. Recruitment of Ex-Offenders Policy
38. Securing Storage, Handling, Use, Retention and Disposal of Disclosures and Information Policy
39. Student Placement Policy

Not on website