



## **Safe Return to Nursery**

Our commitment to the safety, wellbeing, and readiness of every child, nursery staff member, and member of our wider nursery community remains our absolute top priority.

# Our Five Pillars of Safe Return

A structured, comprehensive approach ensures every aspect of nursery life is safe, prepared, and well-managed from day one.

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## Nursery Readiness

Comprehensive site walks were completed by nursery leaders, operations, and safety leaders. Every nursery area has been inspected and verified as safe. Ongoing checks continue throughout the term.

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## Emergency Response

Emergency procedures have been fully reviewed and enhanced based on the latest guidance. Supporting risk assessments have been developed for every scenario, giving our community confidence and peace of mind.

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## Staff Training

All nursery staff have received clear guidance and training on return-to-nursery arrangements. Every nursery staff member understands their specific responsibilities and is trained to support children calmly and safely.

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## Communication

Clear communication processes keep parents informed and supported with timely updates through the nursery's official channels. Processes are designed to reassure and support families throughout.

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## Ongoing Monitoring

All arrangements are kept under regular review through a dynamic approach, ensuring a consistent, safe, and well-managed environment. Our safety framework evolves as needed and we continue to adhere to regulator guidance.

# Keeping Parents Informed

Clear communication processes are in place to keep parents **informed and supported**, with timely updates provided where needed through the nursery's official channels.



## Timely Updates

Parents receive prompt information whenever circumstances require it



## Official Channels

All communication flows through the nursery's established platforms



## Parent Support

Processes designed to reassure and support families throughout

# Drop-off & Pickup Procedures in Emergencies

## Stage 1: Before Arrival at Nursery

- No alert: child attends normally with parent/guardian
- Alert at home: stay indoors, away from windows, await all-clear
- Alert en route: follow official message, do not drop off in exposed areas

## Stage 2: Arrival & Handover

- No alert: enter nursery directly, no gathering at gates or yards
- Alert in place: enter nursery immediately, do not wait outside
- Avoid crowding; no handovers in open areas

## Stage 3: Inside the Nursery

- No alert: activities as usual, break time inside only
- Alert in place: all activities stop, shelter indoors away from windows
- Nursery staff outside: return inside immediately

## Stage 4: Dismissal & Return

- No alert: orderly, staggered dismissal with parents/guardians
- Alert before dismissal: suspend dismissal, nursery staff evacuate children
- Alert lifted: dismissal resumes in organised, staggered manner



# Dovecote Nursery

Part of the Cognita family of Schools