



Stepping Stones Pre School
Non-Collection of a Child After School Policy

If a child is not collected at the end of the session, two members of staff will stay on the premises with the child.

One staff member will call the parents.

If no answer is obtained the emergency contact will be called.

If after a period of 30 minutes, no contact has been made, we will seek advice from the police.

Police contact number 01202 222222

Children's Advice and Duty Service 01305 228558

**THIS POLICY WAS ADOPTED AT A MEETING OF
THE PRESCHOOL HELD ON (DATE)**

SIGNED ON BEHALF OF THE PRESCHOOL.....

