



Bumble Bees Day Nursery & pre-School



Babysitting Policy

Bumble Bees Day Nursery **does not** provide a babysitting service outside of operational hours. However, we understand that parents sometimes ask our staff to babysit for their child/ren, therefore, this policy has been implemented to clarify some points regarding private arrangements between staff and parents.

Bumble Bees Day Nursery is unable to take responsibility for any private arrangements or agreements that are made. We have a rigorous recruitment procedure that ensures we employ competent and professional members of staff. This process also upholds our duty to safeguard children whilst on our premises and in the care of our staff during our operating hours. This procedure includes interviews and vetting such as Disclosure and Barring Service (DBS) checks and checks on references and qualifications. Whilst in our employment, all staff are subject to ongoing supervision, observation and assessment to ensure that standards of work and behaviour are maintained in accordance with our policies.

We have no such control over the conduct of staff outside of their position of employment. As a result, our duty to safeguard children cannot extend to private arrangements.

Out of hours work arrangements must not interfere with a staff member's employment at the nursery all our staff must always adhere to our confidentiality policy. This includes having regard for children, other parents and other staff members as well as the nursery business itself.

All staff are bound by contract of the Confidentiality Policy and Data Protection Act that they are unable to discuss any issues regarding the Nursery, other staff members, parents or other children. The nursery has a duty to safeguard all children whilst on our premises and in the care of our staff, however, this duty does not extend to private arrangements between staff and parents outside of school hours. Should a staff member in a private arrangement outside of their employment hours have concerns, they should independently report this to the Local Authority Safeguarding Team or the police. If a staff member is to take the child at the end of that child's nursery session (which may not be the end of a nursery day) the manager will require written permission from the parent/carer. Parents/carers should not give out staff members contact information to other families without checking with the staff member first.

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