



Matrix of Changes since January 2025 Edition

All changes made throughout the policies and procedures are highlighted in yellow.

'Minor word/grammar changes' indicates that there have been no significant changes, and the meaning of the policy remains the same.

The policies and procedures will come into effect from **1st September 2025**

Section/Policy	Changes Made
Safeguarding Children and Child Protection Policy	<p>Added: through building a safer organisational culture.</p> <p>Attendance policy</p> <p>are confident to implement these policy and procedures on an ongoing basis to</p> <p>, in line with the criteria set out in Annex C of the EYFS</p> <p>Develop a safe organisational culture where staff are confident to raise concerns about professional conduct</p> <p>including the additional potential impact of the trio of vulnerabilities on children</p> <p>Ensure that all staff are trained at least every two years</p> <p>Follow clear whistleblowing procedures by taking any appropriate action relating to poor or unsafe practices and allegations of serious harm</p> <p>The designated persons receive comprehensive training, consistent with the training criteria provided in Annex C of the EYFS,</p> <p>Retain up-to-date knowledge of local child protection procedures, including how to liaise with local statutory</p>



	<p>children's services agencies and with the local safeguarding partners to safeguard children.</p> <p>our Staff code of conduct policy</p> <p>As part of our requirements under the statutory framework we must follow up on absences in a timely manner. See our Attendance policy for further details about the processes we will take to implement this requirement.</p> <p>We are required to monitor children's attendance patterns and trends</p> <p>See the Whistleblowing policy which outlines our procedures, including where staff may wish to raise concerns about poor or unsafe practice regarding our safeguarding provision. All concerns will be taken seriously by the senior leadership team.</p> <p>We believe keeping children safe is the highest priority and if, for whatever reason, concerns cannot be reported to the DSL or deputy DSL, or where a staff member feels that their genuine concerns are not being addressed, concerns can be reported anonymously to the LA social services safeguarding children team, the NSPCC, the police, or Ofsted.</p> <p>We check the suitability of new recruits following the procedures outlined in the Recruitment, selection and suitability of staff policy.</p> <p>Procedures include relevant checks, such as obtaining references, establishing the identity of applicant and conducting criminal records disclosures prior to employment</p> <p>Updated hyperlink: Anti-terrorist hotline</p> <p>Minor word and grammar changes</p>
<p>Accidents and First Aid Policy</p>	<p>Added:</p> <p>Accident and incident records will be regularly reviewed to identify if there are trends or common</p>

	<p>features that could be addressed to reduce the risks of accidents and incidents in the setting. Appropriate action will be taken to address any identified concerns.</p> <p>Choking When a child experiences a choking incident that requires intervention, we will:</p> <ul style="list-style-type: none"> Record details of where and how the child choked Make parents aware of the incident. <p>Updated hyperlink: https://www.hse.gov.uk/riddor/reporting/index.htm</p>
Admissions Policy	Minor word and grammar changes
Allergies and Allergic Reactions Policy	<p>Added: Staff are trained in appropriate treatments for allergies and anaphylaxis, the differences between allergies and intolerances and that children can develop allergies at any time, especially during the introduction of solid foods</p> <ul style="list-style-type: none"> Before a child is admitted to the setting we obtain information about special dietary requirements, preferences, food allergies and intolerances that the child has We have ongoing discussions with parents and, where appropriate, health professionals to develop allergy plans for managing any known allergies and intolerances. We ask parents to inform staff of any allergies or intolerances discovered after registration We share all information with all staff involved in the preparing and handling of food, including at mealtimes and snack times and keep an allergy register in <i>[insert location]</i> At each mealtime and snack time we ensure staff are clear who is responsible for checking that the food being provided meets all the requirements for each child



	Minor word and grammar changes
Attendance Policy	New policy
Bereavement Policy	Minor word and grammar changes
Caring for Babies and Toddlers Policy	<p>Added:</p> <p>Babies'/toddlers' privacy is considered and balanced with safeguarding and support needs when changing nappies and toileting</p> <p>All babies and young children are seated safely in low/highchairs used for feeding. The chairs are fitted with restraints, and these are used at all times. Children are never left unattended when eating or when in low/highchairs</p> <p>Staff supervising mealtimes will have ongoing discussions with parents about the stage their child is at in regard to introducing solid foods, including to understand the textures the child is familiar with.</p> <p>Assumptions will not be made based on age</p> <p>Food will be prepared in a suitable way for each child's individual developmental needs, working with parents to help children move on to the next stage at a pace right for the child</p> <p>See separate Nutrition and mealtimes policy for further details.</p>
Complaints and Compliments Policy	Minor word and grammar changes
Environmental Sustainability Policy	<p>in line with the DfE Sustainability and climate change strategy.</p> <p>https://bit.ly/sustainability-and-climate-change-strategy</p> <p>We provide opportunities for children to develop a broad knowledge and understanding of the</p>



	<p>importance of nature, sustainability and the causes and impact of climate change through their learned and lived experiences.</p> <p>watching adults role model positive sustainable actions and solutions .</p> <p>Helping children to spend time in nature, and explore it through art and play</p> <p>Encouraging children to become actively involved in the improvement of their local environment, such as by developing a recycling area</p>
Low-Level Concerns Policy	<p>Added:</p> <p>This policy should be read in conjunction with the following policies: Safeguarding children and child protection policy, Staff code of conduct, Online safety policy, Whistleblowing policy, Attendance policy.</p> <p>Reasons to identify and respond to low-level concerns</p> <p>We respond to all potential concerns about an adult's behaviour, including those which are considered low-level, in order to help create a culture where the safety of children is always prioritised.</p> <p>We believe that responding to low-level concerns gives a clear message that any form of inappropriate behaviour will not be tolerated. Staff are made aware that a concern can still be significant even if it does not meet the threshold of harm, recognising that, if left unaddressed, low-level concerns can escalate into more significant rule-breaking or even abuse.</p> <p>In addition, through monitoring low-level concerns raised, we may identify training needs or improved staff induction.</p> <p>This ensures that adults consistently model our values and helps keep children safer.</p>

	<ul style="list-style-type: none"> • Ensuring adults understand what a low-level concern is and the importance of sharing low-level concerns • Having clear policies and procedures so staff are confident to report any concerns • Having clear procedures for recording, reviewing and responding to concerns. <p>Responding appropriately, following clear and consistent procedures, will help to protect our staff from potential false allegations or misunderstandings.</p>
<p>Managing Extreme Weather Policy</p>	<p>Removed: burning, including those with more sensitive skin types and those that may be more tolerant to the sunshine, e.g. Black and/or Asian colouring.</p> <p>Added: sunburn, taking into account individual skin types and tolerance to sun exposure. This includes children with sensitive skin and those with darker skin tones, who may still be at risk of sun damage.</p> <p>Removed: Our bodies create vitamin D from direct sunlight on our skin when we are outdoors. Most people can make enough vitamin D from being out in the sun daily for short periods with their hands or other body parts uncovered.</p> <p>We also promote the NHS recommendation to parents that all children aged under 5 years should be given vitamin D supplements even if they do get out in the sun.</p> <p>Added: The main source of vitamin D is summer sunlight on our skin, while keeping your child's skin safe in the sun.</p> <p>We also promote the NHS recommendation to parents that all young children should still have vitamin drops, even if they get out in the sun.</p>



	<p>(Funded children who opt into consumables for suncream will have suitable suncream supplied as per these guidelines and consent of parents)</p> <p>Staff will make day-to-day decisions about the length of time spent outside depending on the strength of the sun (UV levels); children will not be allowed in <u>direct sunlight</u> between 11.00am – 3.00pm on hot days from March to October, following NHS sun safety advice</p>
Nappy Changing Policy	Minor word and grammar changes
No Smoking/Vaping Policy	<p>Added:</p> <p>Where staff choose to smoke/vape during breaks, they are asked to smoke/vape away from the main entrance and nursery premises. They should have a change of clothes and wash their hands before going back to the children. Staff should wait for 30 minutes after smoking before holding babies or children, even with a change of clothes.</p>
Nutrition and Mealtimes Policy	Policy fully updated
Recruitment, Selection and Suitability of Staff Policy	<p>Added:</p> <p>and will meet the requirements for references as set out in the EYFS under 'Suitable people'.</p>
Student Policy	<p>Added:</p> <p>In some cases, we may include suitable students on long term placements (aged 17 and over) and staff working as apprentices in early education (aged 16 and over) in our staff: child ratios at the level below their level of study. This will be the discretion of the manager and will only occur when the manager is satisfied that the student or apprentice is competent and responsible and if they hold a valid and current paediatric first aid (PFA) qualification</p>
Volunteers Policy	<p>Added:</p> <p>Volunteers (aged 17 or over) may be included in the ratios at the level below their level of study, provided that the manager is satisfied that they are competent</p>



	and responsible and if they holds a valid and current paediatric first aid (PFA) qualification.
Whistleblowing Policy	<p>Added:</p> <p>See below for the Whistleblowing safeguarding concerns flowchart</p> <p>Whistleblowing safeguarding concerns flowchart</p>
Young Worker Policy	<p>Added:</p> <p>Suitable students on longer term placements and volunteers (aged 17 or over)...we may consider including them in our staff ratios at the level below their level of study, providing they hold a valid and current paediatric first aid (PFA) qualification.</p> <p>Apprentices aged 16 and over who are attending our setting on a long-term placement...providing they hold a valid and current paediatric first aid (PFA) qualification.</p>
Critical Incident Policy	<p>Added: Should the nursery be assessed as unsafe through flooding, fire or any other incident we will not be able to provide childcare, and our terms and conditions will apply.</p>