**Overlooking Policy**

| EYFS: 3.1, 3.2, 3.3, 3.24, 3.68 |
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At Ashridge day nursery the safety of the children, staff and visitors is paramount. We want the children and staff to enjoy the outside space while feeling safe and secure.

We ensure that our garden areas are safe and secure, with appropriate fencing and locks on the gates.

Due to the location of our gardens at Latimer and Pitsone & Ivinghoe we have developed this policy to ensure that staff are aware of what to look out for should a person who overlooks the garden areas give cause for concern.

Causes for concern may be:

* Unusual behaviour of a member of the public overlooking the garden area
* Having their phone facing the garden – therefore potentially taking photos/videos
* Constantly there when the children or staff are outside
* Any inappropriate comments made to or in front of the children

The procedure we will follow is:

* Report any concerns immediately to a manager
* Bring the children inside immediately
* Write a report containing all of the concerns – noting the date, time and description of what was witnessed
* Report these concerns to the police
* The manager will then follow guidance from the police
* This will then be reported to Ofsted

| **This policy was adopted on** | **Signed on behalf of the nursery** |
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| *March 2024* | *Lisa Hubbard* |