



HOLY TRINITY ENNISKILLEN

Pre-School Policy on Security of Setting

Policy approved by Board of Governors

Dated

Signed

Review Date

Holy Trinity Preschool

The preschool centre operates within the grounds of Holy Trinity Primary School. As such the premises is used by the staff and children of the school and visited by parents of these children. The entire school sites are surrounded by a high security fence limiting access to the site. Staff both within the setting and the school are aware of visitors to the site and will challenge any unknown visitors to establish their reason for being present.

Specific Security Arrangements

Preschool Centre: The preschool room has a lock down door system in operation and enclosed play areas. Children are only ever outside the playroom under staff supervision.

The preschool also has gates which are locked at 9.15 a.m. every morning and only reopened at pickup time.

Access to the preschool can only be gained by accessing the main school building by the school office - only then by the office ringing the preschool and informing them can they gain access from the main building to the Preschool.