

Loss or Damage to Personal Property

Policy statement

The Olive Garden Nursery accepts that on occasion children and staff may bring in personal belongings in to the setting. The purpose of this policy is to inform parents/carers and members of staff of the level of responsibility that The Olive Garden Nursery accepts when children or staff bring in their own possessions into the setting.

The Nursery shall not be liable for any loss or damage to any personal property brought onto the Nursery premises or any damage or injury resulting from any such items.

EYFS key themes and commitments

A Unique Child	Positive Relationships	Enabling Environments	Learning and Development
1.2 Inclusive practice 1.3 Keeping safe	2.1 Respecting each other 2.2 Parents as partners		

Procedure

Staff: All members of staff have a responsibility to ensure that any personal possessions that are brought into the nursery are kept safe. The Olive Garden Nursery will provide a filing cabinet for members of staff to keep their bags and other belongings secure. All members of staff have a responsibility to ensure that their belongings are placed in the appropriate place and not left where they could be at risk.

Parents: Parents are requested to send their children in easily washable, clearly labelled clothing which is appropriate to the weather conditions and nursery setting.

Parents are requested to discourage children from bringing items of value to the nursery. The Nursery shall not be liable for any loss or damage to any personal property brought onto the Nursery premises or any damage or injury resulting from any such items.

Parents may at their own risk leave their child's coats and bags in the foyer. The nursery will take reasonable precautions to safeguard this however as this is accessible to all parents, the Nursery cannot take responsibility for any loss or damage to any items.

The Olive Garden Nursery will take as much care as is reasonably and practically possible with children's belongings and therefore any items left bare entirely at the parent's risk.

How will the policy be implemented?

The Olive Garden Nursery will take as much care as possible to provide a safe and secure environment and ensure the security of the belongings of children and members of staff, but overall accepts no responsibility for their loss or damage.

Where belongings have been stored away securely and go missing the nursery/ committee will investigate and deal with each situation on an individual basis depending on the outcome of the investigation.

The Nursery will take no responsibility for any loss or damage where members of staff do not store their belongings in the secure position provided.

Where a child's belonging is stolen from the nursery foyer the nursery will first investigate the circumstances and try to resolve the problem to the best of our ability.

Where the parents are not satisfied they may express the concern in writing to the Management committee who will investigate the matter and respond accordingly.

Parents and carers

Parents and carers should be aware that children bringing personal toys into the setting do so at their own risk. The Olive Garden Nursery accepts no responsibility for the loss or damage to any item that a child brings into the nursery.

Members of staff

All members of staff should be aware that they bring in personal belongings into the setting at their own risk. The Olive Garden Nursery accepts no responsibility for any loss, damage to personal items unless they have been stored securely in a place designated for this purpose by Olive Garden Nursery.

Signed on behalf of The Olive Garden Nursery

Issue 1: New Policy: May 2012

Issue 3: Reviewed September 2016

Issue 3: Reviewed August 2017

Reviewed October 2019

Issue 3: Amended January 2021

Issue 3; Reviewed September 2023