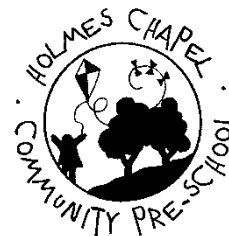


**Holmes Chapel Community Pre-school**  
Holmes Chapel Primary School, Middlewich Road, Holmes Chapel,  
Cheshire CW4 7EB



**Registered Charity Number 1017112**  
**Member of the Early Years Alliance**

**Please find below a full list of our Policies and Procedures. Copies of any of these policies are available on request.**

Administering Medicines and Sickness
Admissions
Animals in the Setting
Appraisals
Cared for Children
Child Absence
Complaints Procedure
Confidentiality
Data Protection Policy
Disciplinary and Grievance
Dummy
Equality, Inclusion and Valuing Diversity
E-Safety
Expenses
Health and Safety
Induction Programme
Nappy Changing Policy
Payment of Fees
Prevent Duty
Recovery of Late Fees
Records Retention
Reserves Policy
Safeguarding and Child Protection
Safer Recruiting
Social Media
Smoking Policy
Staffing and Employment Policy
Staff Absence and Attendance
Staff Behaviour and Code of Conduct Policy
Student Placement
Supervisions
Supporting Children with Special Needs
Uncollected Child Procedure
Whistleblowing

Behaviour Management Procedure
Emergency Closure Procedure
Fire Drill Procedure
Lockdown Procedure
Missing Child Procedure
Healthy Eating and Lunch Club Guidance