



## Staff Babysitting & Child-Minding Policy

At Liberty Kids Elgin, the safety, professional boundaries, and confidentiality of our children, families, and staff are of the utmost importance. To uphold these standards, the following policy applies:

### Policy Statement

Liberty Kids **does not permit any member of staff—under any circumstances—to provide babysitting or child-minding services for children or families currently attending the nursery**, regardless of whether these arrangements are made inside or outside normal working hours. This policy is detailed in both our Parental Contract and our Staff Employment Contracts.

### Why We Have This Policy - we adopt this policy to support:

- **Safeguarding and Child Protection:**  
To reduce the risk of conflicts of interest and to ensure all care provided to children within the nursery setting meets our robust safeguarding standards.
- **Confidentiality:**  
To protect the privacy of children, families, and staff within the nursery community by preventing potentially sensitive information from being disclosed outside the setting.
- **Professional Boundaries:**  
To maintain the supportive, child-centred, professional relationships expected between staff and families within nursery hours and nursery premises.
- **Employment and Insurance Compliance:**  
Arrangements involving staff babysitting nursery children/families would breach our staff contracts, parental contracts, and insurance cover; Liberty Kids does not accept responsibility or liability for care provided outside the nursery setting.
- **Quality and Consistency of Care:**  
To ensure no conflict of staff working hours or compromise in care standards or staff wellbeing.

### Important Reminders

- Staff are contracted not to enter any babysitting or child-minding arrangement, paid or unpaid, with Liberty Kids families while employed by the nursery.
- The nursery cannot accept responsibility or liability for any child cared for by a staff member off-premises, outside of nursery hours and outside the scope of nursery insurance.

This helps us keep the nursery a safe, supportive, and professional environment for everyone.

## Staff Babysitting & Child-Minding Policy Links to Frameworks and Standards

### Links to the Quality Improvement Framework for Early Learning and Childcare (2025):

This policy supports the following areas and Quality Indicators (QIs) from the Care Inspectorate’s latest QIF version:

- **Children thrive and develop in quality spaces**  
**Quality Indicator: Children experience safe, secure, and well-managed environments (pages 25–30)** — The policy strengthens safeguarding by ensuring that all care arrangements remain under nursery oversight, thereby minimising risks and upholding the highest child protection standards.
- **Leadership**  
**Quality Indicator: Leadership and management of staff and resources (pages 55–60)** — By establishing clear boundaries around staff conduct and setting explicit expectations in both staff and parental contracts, the policy exemplifies robust governance, risk Mitigation, and clarity in professional responsibilities.

### Health and Social Care Standards (HSCS):

This policy directly aligns with the following standards:

- **3.20:** I am protected from harm, neglect, and abuse.
- **3.21:** I am safe and secure at all times and protected from avoidable harm.
- **3.14:** I have confidence in people because they are trained, competent, and skilled.
- **4.27:** I am confident that the organisation is well led and managed.

### United Nations Convention on the Rights of the Child (UNCRC):

This policy upholds the following rights, relevant to safety, privacy, and professional care:

- **Article 3:** The best interests of the child must be a primary consideration in all care arrangements and organisational actions.
- **Article 16:** Children have the right to privacy and protection of their personal information—including through maintenance of professional confidentiality.
- **Article 19:** Children have the right to protection from all forms of harm and abuse, including through safe staffing and effective organisational safeguards.

This policy was adopted on	Approved by	Date for Review
August 2025	Gail Anderson & Samantha Wilson	August 2026