



Visitors Code of Conduct

Welcome to Bright Beginnings Childcare Centre Leeds.

As a visitor we would request that you conduct yourself in a manner which is appropriate to our environment

Please consider...

- The **language** you use
- Your tone of voice- some children may be sleeping
- Your body language- remember you are bigger than our children
- Use of mobile phones, electronic devices or tablets is prohibited
- Please understand that you will not be left alone with the children during your visit
- Ensuring the safeguarding of our children is paramount. As a visitor should you become aware or give rise to concern about an incident / practice witnessed within the setting, please inform our designated safeguarding person.

Please wear a visitor lanyard and hand it back to reception when you sign out.

In the event of a fire follow a member of staff, leaving the building by the nearest available fire exit.

Please remain with the team until we are advised that we can return to the building.