



Ballygawley Early Years Playgroup

Consent Policy

At Ballygawley Early Years Playgroup, we are committed to ensuring the welfare of the children in our care. At the beginning of each school year, we inform parents/guardians of the following policies and ask for consent in an authorisation form for:

- Additional and Special Needs
- Management of Medicines
- Break Fee
- Child Arrival and Collection
- Consent for Observations
- First Aid
- Handling Animals
- Lost Jumpers
- Anti-Bullying
- Promoting Positive Behaviour
- Photography and Videography
- Intimate and Personal Care
- Safeguarding Children and Child Protection
- Whistle Blowing
- Sickness Exclusion
- Sun Care
- Transportation
- Intimate and Personal Care
- Anti-Bullying
- Promoting Positive Behaviour
- Participation / Partnership with Parents
- Confidentiality and Clients Access to Records
- Safeguarding Children and Child Protection

All parents/guardians are advised to read each of the policies mentioned above on the Playgroup website, and complete the authorisation form that they have read all policies.

A hard copy of the policies is available for any parent/guardian. We also encourage parents/guardians to discuss any issues that they are concerned about with the Leader or Deputy Leader, before giving consent.

Parents/guardians reserve the right to refuse or accept any of the policies mentioned above on their child's behalf. We also recognise that consent may be withdrawn through



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the year, in this case we ask the parent/guardian to provide a written letter of retraction of consent to Playgroup Leader.

In certain cases, the Playgroup Leader or Deputy may request a meeting to discuss consent issues in conjunction with our Playgroup policy of Participation / Partnership with Parents. All information discussed will be in confidence, if the Leader/Deputy feels a need to notify the Management Committee the parent/ guardian will be informed of this at the meeting. If a parent/guardian feels unable to discuss a consent issue with staff they may request the Chairperson's contact details, to discuss the issue.

This policy was adapted at a meeting of our playgroup held on the 30th May 2023

Monitoring

This policy will be reviewed annually by the management team to ensure it remains fit for purpose.

This policy was reviewed by the Ballygawley Early Years Management Committee on:

Date: 10/06/2023

Signed:

(on behalf of the Management Committee)

Name and Position: Caroline Buchanan, Chairperson

Reviewed on:

Date: Signed:..... Position:.....

Date: Signed:..... Position:.....

Date: Signed:..... Position:.....

This policy links with the following policies:

- Participation & Partnership with Parents policy
- Safeguarding Children and Child Protection policy
- Confidentiality and Client Access to Records policy
- Data Management policy
- Management of Records policy