



PROFESSIONAL ACCESS

The service acknowledges there will be times where outside agencies will require access to the premises for a variety of reasons. The service will act to ensure these agencies conduct themselves professionally and that there is as little disruption to the children’s program as possible.

Procedure:

- Any agency wishing to gain access to the premises must sign in/out of the service’s visitor log.
- Where an agency is accessing the service specifically for an individual child, that child’s parents must first give written consent unless authorised by law.
- Approval must be sought by the Director prior to entering the site.

Policy reviewed	Previous modifications	Next review date
2021	NO CHANGES	2022