

We do not provide a babysitting service outside our normal operating hours. However, we understand that parents sometimes ask Smartkidz staff to babysit for their children. This policy has been implemented to clarify some points regarding private arrangements between staff and parents. Please also refer to our Safeguarding Children Policy.

Smartkidz Play and Learn is not responsible for any private arrangements or agreements that are made: such agreements are between the staff member and family. However, we do expect staff members to inform us if they are babysitting or caring for a child that attends Smartkidz Play and Learn clubs outside of the setting.

We have rigorous recruitment and suitability processes in place to ensure that we employ competent and professional members of staff and uphold our duty to safeguard children whilst on our premises and in the care of our staff. This procedure includes interviews, references, full employment history and DBS checks as well as several other processes. Whilst in our employment all staff are subject to ongoing supervision, observation and assessment to ensure that standards of work and behaviour are maintained in accordance with our policies.

We have no such control over the conduct of staff outside of their position of employment. Parents should make their own checks as to the suitability of a member of staff for babysitting.

We will not take responsibility for any health and safety issues, conduct, grievances or any other claims arising out of the staff member's private arrangements outside Smartkidz Play and Learn hours. The member of staff will not be covered by Smartkidz Play and Learn insurance whilst babysitting as a private arrangement.

Out-of-hours work arrangements must not interfere with the staff member's employment at Smartkidz.

All staff are bound by contract of the Confidentiality Policy, GDPR and Data Protection Act that they are unable to discuss any issues regarding Smartkidz Play and Learn, other staff members, parents, or other children. If it comes to light that a member of staff has broken their contract, regarding the above, they will be subject to disciplinary action.

Smartkidz Play and Learn has a duty of care to safeguard all children attending the setting, so if a staff member has some concerns for a child following a private babysitting type of arrangement, they may need to pass these concerns on to the Safeguarding lead within the setting. Safeguarding concerns override GDPR.

It will be the staff member's responsibility to ensure they have the appropriate insurance, MOT and child restraints or child safety seats if they are transporting them in a car.

Smartkidz Play and Learn is not responsible for any private arrangements or agreements.

This policy was adopted by: Smartkidz Play and Learn	Date August 2025
To be reviewed: August 2026	Signed: 