



Emergency and Alternative Care Policy

Bumble & Bloom Childcare · Compliant with EYFS September 2025

This policy explains the arrangements in place if the registered childminder becomes unable to provide care, or an emergency prevents normal operation of the setting, so that children remain safe and parents are informed.

Types of emergency covered

- Sudden illness, injury or incapacity of the registered childminder.
- Fire, flood, gas leak, loss of power or water, or other damage to the premises.
- Local emergencies such as severe weather, evacuation orders or public health alerts.

Immediate response

- If the childminder becomes unwell during the day, the named emergency assistant is contacted immediately to attend the setting.
- If the premises become unsafe, all children are evacuated to the designated assembly point and moved to the nominated safe alternative location.
- Emergency services are called where needed and parents are contacted as soon as it is safe to do so.

Alternative care arrangements

- A named emergency assistant, agreed with parents at registration, is available to support in an emergency and holds up-to-date DBS, paediatric first aid and safeguarding training.
- In the event of longer-term incapacity, parents are notified without delay and given information about the situation, likely duration and any alternative registered childcare options.
- Children are only released into the care of adults named on their collection list unless the parents have given specific written or verbal consent (verified using an agreed password).

Communication with parents

- Parents are contacted by phone, text and via the childcare app as soon as an emergency arises.
- A single point of contact will keep parents updated until all children have been safely collected or arrangements confirmed.

Records and review

- Every incident that triggers this policy is recorded, reviewed and, where required, reported to Suffolk Childcare Agency.
- The policy and emergency contact list are reviewed at least annually and after any activation of the plan.