



CHIPS Policy review 2019

Summary of changes

PLEASE CONTACT THE CHIPS OFFICE ON 01992 534664 OR INFO@CHIPSPLAY.ORG IF YOU WOULD LIKE A COPY OF THE FULL PROPOSED POLICIES.

Policy review completed by: Teresa Ivison (Trustee), Sukanta Banerjee (Trustee), Michelle Brown (Scheme Leader) and Matt Cooper (Vice chair).

SAFEGUARDING POLICY

- Updated policy to bring in line with current Safeguarding Guidance.
- Updated policy to Hertfordshire STEPS guidance (http://www.thegrid.org.uk/leadership/isl/herts_steps.shtml). STEPS is the approach to supporting positive behaviour management in schools and settings. The Steps approach forms part of the authority's behaviour strategy. It has been agreed through the SEND Executive and forms part of Hertfordshire's Local Offer.

SERIOUS INCIDENTS REPORTING PROCEDURES

- Updated to latest SEND Local Offer requirements.

BEHAVIOUR MANAGEMENT POLICY

- Updated policy to bring in line with current Safeguarding Guidance.
- Updated policy to Hertfordshire STEPS guidance
- New section - **Unplanned interventions at CHIPS** – according to STEPS guidance - detailing in emergency situations that physical intervention may be required.

HEALTH POLICY

- **Administering of Prescribed and Non Prescribed Medication** – updated to require two members of staff to identify child when giving medication, and procedure for medication with identical twins.

DIETARY POLICY

- Packed lunches to be kept in cool area where possible, and parents requested to provide ice packs in with lunch to keep it cool. No nuts to be included in packed lunches or offered as a snack.