



Preschool and Daycare

<http://www.buildingblockspreschool.co.uk>

'Where Play is a learning experience'



Lost Property Policy and Procedure

The losing and finding of property is a daily occurrence in any nursery setting. In our caring environment it is expected that respect for each other's property should underpin all actions with regard to lost property.

Building Blocks preschool does not accept responsibility for lost items.

Procedures:

- Parents/ carers are expected to only supply essential items to remain in their bags at building blocks.
- Expensive personal items including toys and clothes should be left at home or in their bags until home time.
- Personal property should be marked with the owner's name. (staff are to ensure when children are changed that their clothing is bagged up and placed back in their bag immediately to avoid any items being misplaced.

We would like to remind all parents and carer's to be careful with items they take home and to ensure they belong to their child.

Lost property will be kept in the lost property box, allocated within the preschool, If property is not claimed by each half term, sadly the items within the lost property box will be disposed of.