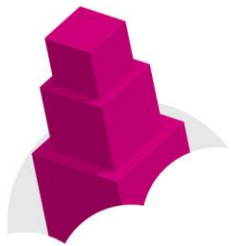




HEALTH AND SAFETY POLICY

The school creates a safe and healthy environment for children, parents/ carers and staff. Staff, children, parents and carers are aware of the health and safety issues and minimise hazards and risks to help children stay safe.

- Gemma Mustoe is responsible for health and safety, she is responsible for carrying out risk assessments on the building, equipment and outings.
- The school displays completed health and safety poster in the main classroom
- All staff members are responsible for daily checks of the classroom, outside area, and bathrooms, removing broken equipment, maintaining a safe environment and checking the outside area for foreign bodies.
- All staff go through an induction where they are made aware of all policies and procedures.
- There are notices on the parents board and outside door to alert parents to appropriate safety issues.
- We increase children's awareness of safety issues through discussions, planned activities and routines. For example, children know that there is a limit of children to certain activities, such as the role play area, sand pit and the computer, they also are aware of how to walk and talk in the classroom and to try to tidy away their own activities when they have finished.



INSURANCE

- We have public liability insurance from the Morton Michel, the certificate is displayed in the main classroom



RISK ASSESSMENTS



- We carry out regular risk assessments, annually and update them when necessary for example when we have new equipment
- The risk assessments are kept on file in the office
- Safety checks are carried out throughout the day

GAS AND ELECTRICITY

- We keep all servicing certificates
- All appliances are checked annually
- All appliances meet health and safety requirements
- All appliances are kept away from the children



OUTSIDE AREA

- Daily safety checks are carried out, checking the gate is locked and secure, resources and equipment is in a good state of repair and that there are no foreign bodies.
- The sand pit is kept covered overnight
- We make parents aware to bring in appropriate clothes for whatever the weather, e.g. sun hats, wellies, coats, scarves, gloves and hats. In sunny weather parents must apply sun cream to children before the beginning of the session. If a parent has not applied sun cream they may use the school cream and apply it to their child.
- If children stay for lunch we ask permission from the parents to reapply sun cream.
- If a parent forgets to bring protective clothing we do have a box of spare clothes with sun hats, t-shirts etc.
- We encourage children to put on their sun hats before we go outside to encourage independence and responsibility for themselves to keep safe.





WATER ACTIVITIES

- Water play is supervised at all times
- Children are encouraged to change their shoes to wellies and to wear an apron

HYGIENE

- The environment are checked daily to make sure they are safe and clean before the children arrive
- We also have a cleaner twice a week
- The sand pit is changed on a regular basis
- We have a daily cleaning routine to clean the tables, toilets and kitchen area.
- Resources are cleaned at least annually and when needed, especially the dressing up clothes.
- We encourage the children to wash their hands before the snack bar, after they have played in the sand, painting area and after they have been to the toilet.
- We have an ongoing shopping list in the kitchen where we make sure we have adequate cleaning materials
- We encourage the children to tidy up their activities when they have finished.
- Soiled nappies are thrown in the outside bin
- We implement good hygiene practice by:
 - Providing colour coded cloths and mops/buckets for cleaning
 - Clean the tables between activities
 - Check the toilets regularly
 - Wear protective clothing such as aprons and disposable gloves, as appropriate
 - Provide clean clothes for the children and adults
- We Provide hand tissues and wipes
- We respect where we can cultural and religious practices in food prep and washing
- During the staff induction, staff are trained in how to prepare and handle food





- We use notices and signs to promote good hygiene practices in the classroom and in the toilets
- We have a list of notifiable diseases and make sure that all staff and parents are aware of the signs and symptoms.
- Ofsted are made aware of any food poisoning affecting two or more children looked after on the premises, any child having meningitis or the outbreak of any notifiable disease identified as such in the Public Health (Control of Diseases) Act 1984

EQUIPMENT



- Our play equipment and resources conform to the BSEN safety standards or Toy (safety) Regulations (1995)
- We provide sufficient play equipment and resources for the number of children
- We provide resources that promote all areas of children's learning and development, whether child or adult-led activities
- We select books, equipment, materials and resources that promote positive images of people of all races, cultures and abilities, are non-discriminatory and avoid racial and gender stereotyping.
- We provide play equipment and resources that promote continuity and progression, providing sufficient challenge and meet the needs and interests of all the children.
- Are materials are clean, in good condition and safe for the children to use.
- We plan the provision of activities and appropriate resources so that a balance of familiar equipment and resources and new exciting challenges are offered
- We provide furniture that is suitable for both children and adults
- Resources and equipment are displayed where children can independently choose and select them
- All resources and equipment are checked regularly as they are set out at the beginning and put away at the end of each session. We repair, clean and replace any unsafe, worn out, dirty or damaged equipment





- An inventory of resources and equipment is kept, where possible it contains when equipment was purchased and the prices paid.
- We provide adequate insurance cover for the settings resources, equipment and materials
- The local library provide us with a book box termly to introduce new books to support the children's interest and also to help them look after books.

STORAGE/ COSHH (Control of Substances Hazardous to Health) REGULATIONS 2002

- We store/ stack equipment safely and securely
- Cleaning products are kept in a high cupboard in the kitchen which is locked when the children are on the premises
- We comply with COSHH regulations 2002



RIDDOR (Reporting of Injuries, Disease and Dangerous Occurrences Regulations 1995)

- We have systems in place to report all actual or potential injuries, diseases and dangerous occurrences.

