



Health and Safety Policy

We believe that the health and safety of children is of paramount importance and comply with the requirements laid out in the EYFS framework and with the requirements of health and safety legislation. We make reasonable steps to ensure our setting is a safe and healthy place for children, parents, staff and volunteers. We aim to make children and staff aware of health and safety issues and to minimise the hazards and risks to enable the children to thrive in a healthy and safe environment.

The managers of the Preschool are responsible for health and safety

We have public liability insurance and employers' liability insurance. The certificate for public liability insurance is displayed on the parents notice board.

Procedures

Awareness raising

- Our induction training for staff and volunteers includes a clear explanation of health and safety issues so that all adults are able to adhere to our policy and procedures. It ensures they understand their shared responsibility for health and safety. The induction training covers matters of employee well-being, including safe lifting and the storage of potentially dangerous substances.
- Records are kept of these induction training sessions and new staff and volunteers are asked to sign the records to confirm that they have taken part.
- As necessary, health and safety training is included in the annual training plans of staff, and health and safety is discussed regularly at staff meetings.
- We operate a no smoking policy. Smoking is not permitted on the premises at any time. This includes the use of electronic cigarettes. This rule applies equally to staff, students, volunteers, parents/carers or any other visitors.
- Children are made aware of health and safety issues through discussions, planned activities and routines.

Safety of adults

- Adults are provided with guidance about the safe storage, movement, lifting and erection of large pieces of equipment.
- All warning signs are clear and in appropriate languages. Fire exits are clearly identifiable and fire doors are free of obstruction
- Any relevant health issues of staff and their involvement in accidents is recorded. The records are reviewed termly to identify any issues that need to be addressed.
- We keep all cleaning chemicals in their original containers.

Doors

- We take precautions to prevent children's fingers from being trapped in doors.

Floors

- All floor surfaces are checked daily to ensure they are clean and not uneven, wet or damaged.
- Any spillages are dealt with promptly

Electrical/gas equipment

- All electrical/gas equipment conforms to safety requirements and is checked regularly by the hall.
- Our boiler is not accessible to the children.
- Fires, heaters, electric sockets, wires and leads are properly guarded and the children are taught not to touch them.
- There are sufficient sockets to prevent overloading.
- The temperature of hot water is controlled to prevent scalds.
- Lighting and ventilation is adequate in all areas including storage areas.



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Storage

- All resources and materials from which children select are stored safely.
- All equipment and resources are stored or stacked safely to prevent them accidentally falling or collapsing.

Outdoor area

- Our outdoor area is securely fenced.
- Our outdoor area is checked for safety and cleared of rubbish before it is used.
- Adults and children are alerted to the dangers of poisonous plants, herbicides and pesticides.
- All outdoor activities are supervised at all times.

Hygiene

- Our daily routines encourage the children to learn about personal hygiene.
- We have a cleaning routine for the setting which includes the main hall, kitchen, toilets and nappy changing areas.
- The toilet area has a high standard of hygiene including hand washing and drying facilities and the disposal of nappies.
- We implement good hygiene practices by:
 - cleaning tables between activities;
 - cleaning toilets regularly;
 - wearing protective clothing - such as aprons and disposable gloves - as appropriate;
 - providing sets of clean clothes;
 - providing tissues and wipes; and
 - ensuring individual use of paper towels.

Activities and resources

- Before purchase or loan, equipment and resources are checked to ensure that they are safe for the ages and stages of the children currently attending the setting.
- The layout of play equipment allows adults and children to move safely and freely between activities.
- All toys and equipment are regularly cleaned and checked for safety and any dangerous items are repaired or discarded.
- All materials, including paint and glue, are non-toxic.
- Sand is clean and suitable for children's play.
- Physical play is constantly supervised.
- Children are taught to handle and store tools safely.
- Whilst we don't expect or encourage children attending our preschool to nap during their time with us, we are aware there may be times when they may need to have a nap while they are with us. To ensure their nap is safe, we use a sleep mat on the story mat. We always place them on their back. We then check on them every 10 minutes, recording this on our sleep check sheet. If it is unusual for the child to nap with us, we will contact the parent to inform them.
- Children learn about health, safety and personal hygiene through the activities we provide and the routines we follow.