Aclet Close Nursery School

Safeguarding and Welfare Requirement: Safety and Suitability of Premises, Environment and Equipment
Providers must take reasonable steps to ensure the safety of children, staff and others on the premises.
Health
Provider must promote the good health of children attending the nursery.

Health and safety general standards

Policy statement
Our Nursery believes that the health and safety of children is of paramount importance. We make our nursery a safe and healthy place for children, parents, staff and volunteers.

- We aim to make children, parents, staff and volunteers 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.
- Our member of staff responsible for health and safety is: **Mrs Suzanne Staines,** Head Teacher
- She is competent to carry out these responsibilities.
- She has undertaken health and safety training and regularly updates her knowledge and understanding.
- We display the necessary health and safety poster in: **The Staffroom**

Insurance cover
We have public liability insurance and employers' liability insurance. The certificate for public liability insurance is displayed.

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 as they understand their shared their responsibility for health and safety. School policies and procedures cover matters of employee well being, including safe lifting and the storage of potentially dangerous substances.
- New staff and volunteers are asked to sign the records to confirm that they have taken part in the induction process.
- As necessary, health and safety training is included in training plans of staff, and health and safety is discussed regularly at staff meetings.
- We operate a no-smoking policy.
- Children are made aware of health and safety issues at their level 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.
- When adults need to reach up to store equipment or change light bulbs, they are provided with safe equipment to do so.
- All warning signs are clear
- Adults do not remain in the building on their own or leave on their own after dark. The Nursery adheres to the Local Authority lone working policy.
- The sickness of staff and their involvement in accidents is recorded. The records are reviewed regularly to identify any issues that need to be addressed.
- We keep a record of all substances that may be hazardous to health – such as cleaning chemicals. This states what the risks are and what to do if they have contact with eyes or skin or are ingested. It also states where they are stored.
- We keep all cleaning chemicals in their original containers.

Windows

- Low-level windows are made from materials that prevent accidental breakage or are made safe.
- Windows are protected from accidental breakage or vandalism from people outside the building.
- Windows above ground floor are secured so that children cannot climb through them.

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. Spillages are dealt with immediately.

Electrical/gas equipment

- All electrical/gas equipment conforms to safety requirements and is checked regularly.
- Our boiler/electrical switch gear/meter cupboard 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.
- Storage heaters are checked daily to make sure they are not covered.
- 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.

Storage

- All resources and materials, which are used by the children, 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 by the caretaker for safety and cleared of rubbish before it is used. Additionally, key workers complete a daily checklist.
- Adults and children are alerted to the dangers of poisonous plants, herbicides and pesticides.
- Where water can form a pool on equipment, it is emptied before children start playing outside.
- Our outside sandpit is cleaned regularly.
- All outdoor activities are supervised at all times.

Hygiene

- We seek information from the Public Health Agency to ensure that we keep up-to-date with the latest recommendations.
- Our daily routines encourage the children to learn about personal hygiene.
- The caretaker follows a daily cleaning routine which includes all areas of the nursery. Deep cleans take place during school holidays when children are not in attendance.
- The toilet area has a high standard of hygiene, including hand washing and drying facilities and disposal facilities for nappies.
- We implement good hygiene practices by:
  - cleaning and checking toilets regularly;
  - wearing protective clothing – such as aprons and disposable gloves – as appropriate;
  - providing sets of clean clothes; and
  - providing tissues. (wipes are provided by parents/carers, though the Nursery do hold emergency supplies)

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 nursery.
- The layout of play equipment allows adults to move freely between activities.
- All equipment is regularly checked for cleanliness and 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.
- Children learn about health, safety and personal hygiene through activities we provide and the routines we follow.
- Any faulty equipment is removed from use and is repaired. If it cannot be repaired it is discarded.
- Large pieces of equipment are discarded only with the consent of the Head Teacher.

Legal framework

- Health and Safety at Work Act (1974)
- Management of Health and Safety at Work Regulations (1999)

- Electricity at Work Regulations (1989)
- Control of Substances Hazardous to Health Regulations (COSHH) (2022)
- Manual Handling Operations Regulations (1992, As Amended 2004)
- Health and Safety (Display Screen Equipment) Regulations (1992)

Further guidance

- Health and Safety Law: What You Need to Know (HSE Revised 2009)
- Health and Safety Regulation …. A Short Guide (HSE 2003)
- Electrical Safety and You: A Brief Guide (HSE 2012)
- Working with Substances Hazardous to Health: What You Need to Know About COSHH (HSE 2012)
- Getting to Grips with Manual Handling – Frequently Asked Questions; A Short Guide (HSE 2020)

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