

Health & Safety General Standards

At Bierton pre school we believe that the health and safety of the children is of paramount importance. We will endeavour to make our setting 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, safe environment.
- Staff responsible for health and safety are **Katie Bryans and Nicola Elmes**
- They are competent to carry out these responsibilities.

Insurance Cover

- Public liability insurance
- Employers liability insurance.

The certificate for public liability insurance is displayed on our notice board.

Raising Awareness

- 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 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 place.
- Where necessary, health and safety training is provided.
- Any health and safety issues are discussed regularly at staff meetings.
- We operate a no-smoking policy.
- 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.
- When adults need to reach up to store or retrieve equipment, they are provided with safe equipment to do so.
- All warning signs are clear.
- The sickness 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.

Windows, doors and floors

- Low level windows are made from materials that prevent accidental breakage.
- We take precautions to prevent children's fingers from being trapped in doors.
- All floor surfaces are checked daily to ensure they are clean and not uneven, wet or damaged.

Electrical/Gas Equipment

- All electrical equipment conforms to safety requirements and is checked regularly.
- The boiler/electrical switch gear/meter cupboard is not accessible to the children.
- Electrical 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 scalding.
- 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 from accidentally falling or collapsing.

Outdoor area (please also see Out Door Policy)

- Our outdoor area is securely fenced.
- Our outdoor area is checked for safety and cleared of any rubbish, hazards or dog/animal faeces before used.
- Our outdoor sand pit is covered when not in use.
- All outdoor activities are supervised at all times.

Hygiene

- Our daily routines encourage the children to learn about personal hygiene.
- We have daily cleaning routine for the setting including the play room, kitchen, toilets and nappy changing area.
- The toilet area has a high standard of hygiene, including hand washing and drying facilities and disposal of nappies.
- We implement good hygiene practices by:
 - cleaning tables
 - checking and cleaning toilets regularly
 - using protective equipment, such as aprons and disposable gloves
 - providing sets of clean clothes if necessary
 - providing tissues and wipes

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 freely between activities.
- All equipment is regularly checked for cleanliness and safety, 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.
- Children are taught to handle and store tools safely.
- Children learn about health, safety and personal hygiene through the activities we provide and the routines we follow.

Play Equipment & Toys - please see separate policy

Risk Assessments - please see separate policy

This policy was adopted by the Bierton Pre School Committee

Date: **12th March 2019**

Signed:.....

Name: **SARAH HEARN**

Role of signatory: **CHAIRPERSON**

Signed, all staff: