



Health and Safety Policy

Kingfisher Preschool believes that the health and safety of children is of paramount importance. We make our setting a safe and healthy place for children, parents, staff and volunteers.

- We aim to make children, parents and staff aware of health and safety issues to minimise the hazards and risks to enable the children to thrive in a health and safe environment.
- The members of staff responsible for health and safety are: Amanda Smith and Denise Packham
- He/She is competent is competent to carry out their responsibilities
- Health and safety training is carried out and cascaded down to staff and regular updates training is carried out.
- We display the necessary health and safety poster.

Insurance Cover

We have public liability insurance and employer's liability insurance. The certificate for the insurance is displayed on our 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 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 will be kept of these induction sessions, and any training undertaken by staff on health and safety matters.

- Staffs attend health and safety training where necessary and is cascaded down to staff at staff meetings.
- We operate a no-smoking policy. (see our No-smoking Policy)
- Children are made aware of health and safety issues through discussion, planned activities and routines.

Safety of Adults

- Adults are provided with guidance about safe storage, movement, lifting and erection of large pieces of equipment
- Adults are asked to use the correct equipment when they need to reach up high for equipment.
- Adults do not remain in the building on their own or leave on their own after dark.
- The sickness of staff and their involvement in accidents is recorded.
- We keep all cleaning chemicals in their original contains and out of the reach of children, upstairs in the locked cleaning cupboard.

Windows

- Windows are up high at an adult stretch height so the children can not open them.

Doors

- We take precautions to prevent children's fingers from being trapped in doors.
- Glass inserts in doors are made from materials that are reinforced.

Floors

- All floor surfaces are checked daily to ensure they are clean and not uneven, wet or damaged.

Electrical

- All electrical equipment conforms to safety requirements and are checked regularly. All electrical equipment is PAT tested annually.
- Heaters, radiators, electrical sockets, wires, and leads are properly guarded.
- There are sufficient sockets to prevent overloading.
- The temperature of the hot water is controlled to prevent scalds.
- Lightening and ventilation is adequate in all areas.

Storage

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

Outdoor Area

- Our outdoor area is securely fenced.
- All outdoor area is checked for safety issues as part of the daily risk assessment.
- Adults and children are alerted to the dangers of poisonous plants.
- Where water can form a pool on equipment, it is emptied before children start playing outside.
- All outdoor activities are supervised at all times.

Hygiene

- Our daily routines encourage the children to learn about personal hygiene.
- We have a thorough cleaning schedule that is adhered to.
- We clean resources and equipment, dressing up clothes and furnishings on a regular basis.
- 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 between activities
 - Cleaning toilets regularly
 - Wearing protective clothing such as disposable aprons and gloves as appropriate
 - Providing sets of clean cloths
 - Providing tissues and wipes

Activities and Resources

- Before purchases equipment and resources are checked to ensure they are safe for the age 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 equipment is regularly checked for cleanliness and safety and any dangerous items are repaired or discarded.
- All materials including paint and glue are nontoxic.
- 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 the activities we provide and routines we follow.
- Any faulty equipment is removed from use and is repaired. If cannot be repaired it is dissuaded.

Date: 15th March 2017

Signed:

Kingfisher Preschool Manager

Review Date: March 2018

Staff Signatures:

I confirm that I have fully read and understand this policy. I will adhere to and follow the directives laid out in this policy.

PRINTED NAME	POSITION	SIGNATURE	DATE