



Little 1 Nursery

## 8.1 Health and Safety General Standards

At Little 1 Nursery we provide and maintain safe and healthy working conditions, equipment and systems of work for all our employees and a safe early learning environment in which children learn and are cared for. To develop and promote a strong health and safety culture within the nursery for the benefit of all staff, children, parents and any visitors, we provide information, training and supervision. We also accept our responsibility for the health and safety of other people who may be affected by our activities.

### Legal framework

We follow all relevant legislation and associated guidance relating to health and safety within the nursery including:

- The requirements of the Early Years Foundation Stage (EYFS) Statutory Framework
- The regulations of the Health and Safety at Work Act (1974) and any other relevant legislation such as Control of Substances Hazardous to Health Regulation (COSHH)
- Any guidance provided by UK Health Security Agency, the local health protection unit, the local authority environmental health department, fire authority or the Health and Safety Executive.

### Aims and objectives

The aim of this policy statement is to ensure that all reasonably practical steps are taken to ensure the health, safety and welfare of all persons using the premises.

To achieve this, we will actively work towards the following objectives:

- Establish and maintain a safe and healthy environment throughout the nursery including outdoor spaces.
- Establish and maintain safe working practices amongst staff and children.
- Maintain a healthy and safe nursery with safe entry and exit routes.
- Formulate effective procedures for use in case of fire and other emergencies and for evacuating the nursery premises. Practice this procedure on a regular basis to enable the safe and speedy evacuation of the nursery.
- Maintain a safe working environment for pregnant workers or for workers who have recently given birth, including undertaking appropriate risk assessments
- Maintain a safe environment for those with special educational needs and disabilities and ensure all areas of the nursery are accessible (wherever practicable)
- Provide a safe environment for students or trainees to learn in
- Encourage all staff, visitors and parents to report any unsafe working practices or areas to ensure immediate response by the management.

We believe the risks in the nursery environment are low. To maintain the maximum protection for children, staff and parents the nursery:

- Ensures all entrances and exits from the building, including fire exits are clearly identifiable, free from obstruction and easily opened from the inside. Alongside daily risk assessments.

- Regularly check the premises room by room for structural defects, worn fixtures and fittings or electrical equipment and take the necessary remedial action
- 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.
- Has the appropriate fire detection and control equipment which is checked regularly to make sure it is in working order
- Ensures that during the induction period all members of staff and volunteers are aware of the procedure to follow in case of accidents for staff, visitors and children.
- Ensures that all members of staff take all reasonable action to control the spread of infectious diseases and wear protective gloves and clothing where appropriate
- Ensures there are suitable hygienic changing facilities.
- Prohibits smoking or vaping on the nursery premises
- Encourages children to manage risks safely and prohibits running inside the premises unless in designated areas
- Risk assesses all electrical sockets and take appropriate measures to reduce risks where necessary and ensure no trailing wires are left around the nursery.
- Ensures all cleaning materials are placed out of the reach of children and kept in their original containers.
- Ensures staff wear protective clothing when cooking or serving food.
- Prohibits certain foods that may relate to children's allergies, e.g. nuts are not allowed in the nursery.
- Follows the allergies and allergic reactions policy for children who have allergies or have a reaction at the nursery.
- Familiarises all staff with the position of the first aid boxes and ensure all know who the appointed first aiders are.
- Provides appropriately stocked first aid boxes and check their contents regularly
- Ensures children are supervised at all times.
- Takes all reasonable steps to prevent unauthorised persons entering the premises and have an agreed procedure for checking the identity of visitors.
- Ensures no student or volunteer is left unsupervised at any time.
- Ensures staff paediatric first aid certificates or a list of staff who hold a current PFA certificate are available on our online software.

### **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 they are provided with safe equipment to do so.
- All warning signs are clear and in appropriate languages.
- 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 a COSHH record of all substances that may be hazardous to health - such as cleaning chemicals, or gardening chemicals if used. 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 on the ground floor are secured so that children cannot climb through them.

## **Floors**

- All floor surfaces are checked daily to ensure they are clean and not uneven, wet or damaged. 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..
- 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 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.
- Where water can form a pool on equipment, it is emptied before children start playing outside.
- Our outdoor sand pit and mud area's are covered when not in use and is cleaned regularly.
- All outdoor activities are supervised at all times.

## **Hygiene**

- We seek information from the Environmental Health Department and the Health Authority to ensure that we keep up-to-date with the latest recommendations.
- Our daily routines encourage the children to learn about personal hygiene.
- We have a daily cleaning routine for the setting which includes play room(s), kitchen, rest area, toilets and nappy changing areas.
- We have a schedule for cleaning resources and equipment, dressing-up clothes and furnishings.
- 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 and checking toilets regularly;
- Wearing protective clothing - such as disposable gloves - as appropriate;
- Providing sets of clean clothes;
- Providing tissues and wipes; and
- Ensuring individual use of flannels.

### **Hand Hygiene for Staff and Children**

Hand hygiene is one of the most important ways of controlling the spread of infections, especially those that cause diarrhoea or vomiting and respiratory infections. It can help stop people picking up infections and spreading them to others.

- When changing nappies, staff wash and dry their hands after every nappy change unless they choose to wear gloves.
- Staff will wear gloves when emptying the contents of the potties and whilst cleaning them.
- Children will wash their hands, when dirty, after messy play and playing in the garden, before eating and after using the toilet.
- Staff will role model good hand washing and help the children to learn these skills to be able to complete hand washing independently when able.
- All cuts and abrasions should be covered with a waterproof dressing.
- We will educate children and young people on why hand hygiene is so important.

We ensure all individuals have access to liquid soap, warm running water, and paper towels. Bar soap should not be used. Anti-bacterial liquid hand wash soap will be available in the kitchen.

You should wash your hands:

- After using the toilet or changing a nappy
- Before and after handling raw foods like meat and vegetables
- Before eating or handling food
- After blowing your nose, sneezing or coughing
- Before and after administering first aid
- After touching animals, including pets, their food and after cleaning their cages

### **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 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 who are sleeping are checked regularly in line with our safer sleeping policy.
- Children learn about health, safety and personal hygiene through the 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 management.

#### 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) (2002)
- Manual Handling Operations Regulations 1992 (as amended)
- Health and Safety (Display Screen Equipment) Regulations 1992 Further guidance
- Health and Safety Law: What You Should Know (HSE Revised 2009)
- Health and Safety Regulation...A Short Guide (HSE 2003)
- Electrical Safety and You (2012)
- Working with substances hazardous to health: What You Need to Know About COSHH (HSE Revised 2012)
- Manual Handling – Frequently Asked Questions (HSE)
- Advice from gov.uk and NHS websites