

### **Health & Safety Policy**

I believe that the health and safety of children is of paramount importance.

In order to protect the health and safety of both children and adults in the setting, I will ensure:

- The prevention of accidents by using safety equipment as intended and checking regularly for hazards
- A visual daily risk assessment and a written annual check is carried out on all areas of the setting, outdoor area, equipment and resources. Risk assessments have been carried out on all types of outings and are reviewed annually or as necessary
- The outdoor area is securely fenced and all sheds and gates are locked
- Potentially dangerous cleaning materials, objects, medicines etc are either locked away or kept out of reach of children
- Equipment and resources inside and outdoors are checked regularly and any broken or hazardous items removed and repaired or discarded appropriately.
- My vehicle is regularly serviced and MOT tested. Child safety locks are used on the doors. Car seats are checked regularly to ensure they are correctly fitted
- All children are supervised by an adult at all times
- Children are taught about safety and how to keep themselves safe from harm
- A book is available at each session for the reporting of any accident/incident
- There is a secure system in operation for children's arrivals and departures and an adult is present during these periods
- A register of children is completed on arrival and departure so that a complete record of all those present is available in an emergency
- A correctly stocked first aid kit is available at all times. Paediatric First Aid training is kept up to date
- Procedures are in place in the event of an emergency (see Emergency Evacuation and Accident/Incident Policies)
- Public Liability Insurance and Business Car Insurance are always up to date

The setting promotes a high standard of hygiene and promotes a healthy lifestyle. This is achieved in the following ways:

- The children will have the opportunity to play in the fresh air daily, throughout the year
- Children will be provided with healthy food and snacks, and easy access to drinking water
- No smoking is allowed on the premises or in the outdoor areas of the setting
- Parents are asked to keep their children at home if they are unwell, and to inform the setting as to the nature of the illness so that the setting can alert other parents, and make careful observations of any child who appears unwell (see Sick Child/Exclusion for Illness Policy)
- Parents are asked not to bring any child who has been vomiting or had diarrhoea until 48 hours has elapsed since the last attack
- Parents are asked to inform the setting of any accident or injury that the child may have suffered since the last time they were at the setting, and this will be recorded.
- Equipment and toys are cleaned and maintained regularly.
- The first aid equipment is kept clean, replenished and replaced as necessary. Sterile items will be kept sealed in their packaging until needed.

To prevent the onset or spread of illness/infection, the setting will ensure that the following practices are observed:

- Good hand washing techniques will be encouraged and children supported to wash their hands before and after eating, after playing in the garden, after using tissues, after toileting and after touching animals.
- Liquid soap will be used wherever possible, however on outings we will use hand gel and antiseptic wipes.
- Tissues are available and children are encouraged to blow and wipe their noses when necessary. Soiled tissues are disposed of hygienically and hands washed. We will teach the children the 'catch it, bin it, kill it' procedure.
- Children are encouraged to shield their mouths when coughing and to cough into the crook of their arm.
- All surfaces are cleaned daily, equipment and resources when necessary, with an appropriate cleaner.
- Outdoor areas will be checked and health risks removed, eg cleared of animal waste

Date policy was written:

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- Children will not have access to any waste, the bins are emptied daily and any used nappies are double wrapped and disposed of appropriately.
- Food is stored appropriately and fridge/freezer are kept at the correct temperature. Food is disposed of if out of date.
- Children will be taught to prevent the spread of germs by using appropriate good hygiene practices and healthy living, through routines, role modelling, stories and visual prompts.
- Children have their own towels/paper towels are used
- Hygiene rules relating to bodily fluids are followed with particular care e.g. the use of disposable gloves and aprons, and all adults are aware of how infections can be transmitted.
- Any spills of blood, vomit, urine or faeces are wiped up and flushed down the toilet. Floors and other affected surfaces disinfected using bleach diluted according to the manufacturers' instructions. Fabrics contaminated with body fluids thoroughly washed in hot water.
- Spare laundered clothing is available in case of accidents and polythene bags are available in which to wrap soiled garments
- Animals on the premises will be up to date with veterinary requirements. Animals' food and water will be kept out of reach of children.

**This policy is written in line with guidance form 'Guidelines for the Control of Infection and Communicable Disease in Nurseries and Other Institutional Early Years Settings**

Date policy was written:

Date reviewed: