



8.1 HEALTH AND SAFETY GENERAL STANDARDS

POLICY STATEMENT

Our setting 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, 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. Information about health and safety issues, including the annual audit, is always available on request. Daily and regular risk assessments take place as part of good statutory practice.

The member of staff responsible for health and safety is:

Debbie Hill

This member of staff undertakes health and safety training and regularly updates their knowledge and understanding.

We display the necessary health and safety poster in:

The kitchen area

Insurance cover

We have public liability insurance and employers' liability insurance. The certificate for public liability insurance is displayed in:

The Nursery's Art Area

A specific policy relates to COVID-19.

Please see policy COVID 19 Corona Virus Management

Procedures

Awareness raising

Registered Charity 275966
OFSTED Registered

Chairperson: Tameena Mahmood
Secretary: Suzi King



- 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 part.
- Relevant Health and safety issues, such as the management of the risks associated with corona virus, are explained to the parents of new children, so that they understand the part played by these issues in the daily life of the setting.
- As necessary, health and safety training is included in the training plans of staff, and health and safety is discussed regularly at staff meetings.
- Children are made aware of health and safety issues through discussions, planned activities and routines.

We operate a no-smoking policy. We comply with health and safety regulations and the Safeguarding and Welfare Requirements of the Early Years Foundation Stage in making our setting a no-smoking environment - both indoors and outdoors.

Procedures for No-smoking Policy

- All staff, parents and volunteers are made aware of our No-smoking Policy.
- We display no-smoking signs.
- The No-smoking Policy is stated in our information for parents.
- Staff who smoke do not do so during working hours, unless on a break and off the premises.
- Staff who smoke during their break make every effort to reduce the effect of the odour and lingering effects of passive smoking for children and colleagues

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 to change light bulbs, they are provided with safe equipment to do so.

Registered Charity 275966
OFSTED Registered

Chairperson: Tameena Mahmood
Secretary: Suzi King



- All warning signs are clear and in appropriate languages.
- When working alone after hours, staff can lock the outside gate and should close the doors (which are only able to be opened from the inside).
- There is a security light outside the premises for when staff leave after dark.
- The sickness of staff and their involvement in accidents is recorded.
- We keep all substances that may be hazardous to health, such as cleaning chemicals, out of reach from children and ensure adults follow the given instructions when using the substances. We keep a record of the most commonly used substances that may be hazardous to health which 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.

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.

Electrical equipment

- All electrical equipment conforms to safety requirements and is checked every 5 years.
- 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.

Registered Charity 275966
OFSTED Registered

Chairperson: Tameena Mahmood
Secretary: Suzi King



- 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 for safety and cleared of rubbish before it is used.
- There are no poisonous plants planted in the garden area. However, on occasions, mushrooms do grow and staff are aware of this and children are warned not to touch them.
- Where water can form a pool on equipment, it is emptied before children start playing outside.
- Our outdoor sand pit is covered when not in use and is cleaned regularly.
- All outdoor activities are supervised at all times.

Hygiene

- We seek information from Public Health England and the Health & Safety Executive to ensure that we keep up-to-date with the latest recommendations.
- Our daily routines encourage the children to learn about personal hygiene.

Registered Charity 275966
OFSTED Registered

Chairperson: Tameena Mahmood
Secretary: Suzi King



- We have a daily cleaning routine for the setting, which includes the play room, kitchen, 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 disposal facilities for nappies.
- We implement good hygiene practices by:
 - cleaning tables between activities;
 - cleaning and checking toilets regularly;
 - wearing protective clothing - such as aprons and disposable gloves - as appropriate;
 - providing sets of clean clothes and
 - 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 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.

Registered Charity 275966
OFSTED Registered

Chairperson: Tameena Mahmood
Secretary: Suzi King



- 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 the manager and the management team.

Asbestos

- The Meadow building was purpose built for when the Nursery moved to this location in 2002, so it is believed that there would have been no asbestos used in this building since it was built after 2000. Please see HSE website

[Managing my asbestos - 3. When was it built? \(hse.gov.uk\)](http://www.hse.gov.uk) for more information.

Legionella

- There is a very simple water system at the Nursery, but a water risk assessment is conducted every two years.

Legal framework

Health and Safety at Work etc 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 2002))

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: A brief guide to COSHH (HSE 2012)

Registered Charity 275966
OFSTED Registered

Chairperson: Tameena Mahmood
Secretary: Suzi King



Manual handling at work: A brief guide (HSE 2020)

This policy was adopted at a meeting of	
Meadow Parents' Association Committee Meeting	
Held on	31 st March 2014
Policy Reviewed and amended	September 2025
Date to be reviewed	September 2026
Signed by Chair	
Name	Samantha Foster-Kennedy
Signed by Nursery Manager	
Name	Debbie Hill

Registered Charity 275966
OFSTED Registered

Chairperson: Tameena Mahmood
Secretary: Suzi King