

**Howe Dell Day Care**

**Health and Safety Policy**

**Policy adopted in September 2008, to be reviewed May 2026**

**Aim**

To provide and maintain a healthy and safe environment to all staff, children, visitors, parents and other individuals who access our premises.

Parents (The term 'parent' implies any person or body with parental responsibility such as foster parent or carer)

Our aim is to provide children with access to a wide range of safe and well-maintained furniture, equipment and toys that meets the varying needs of children to stimulate their enjoyment, learning and development for both indoors and outside. We believe that the health and safety of children is of paramount importance. We make our setting a safe and healthy place for children, parents and staff.

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.

Staff will always strive to go beyond the minimum statutory standards to ensure that health and safety remains a priority.

We have public liability insurance which is displayed on our Day Care notice board. Our insurance is through Hertfordshire County Council.

**Procedure**

Howe Dell Day Care and School operates a strict non-smoking site.

All staff will have adequate health and safety training as part of their induction and will be expected to follow the policy.

Children are made aware of health and safety through discussions, planned activities and routines.

Risk assessments will be carried out and reviewed regularly. Daily risk assessments are carried out on inside and outside areas. Children are encouraged to take part in the assessment of risk. Risk assessments may also be carried out for children and staff who are returning to the setting after an illness or accident.

All cleaning chemicals are clearly labelled. All cleaning chemicals onsite are recorded by the facilities team. All cleaning chemicals and medicines will be stored safely and will not be accessible to children.

We ensure that all accidents, incidents and dangerous occurrences are adequately reported and recorded.

Regular safety inspections are carried out and any action required is taken as soon as possible.

To provide a range of furniture, equipment and toys, which are kept clean, well maintained, and in good repair and conform to essential safety requirements which are set out in the Toy (Safety) Regulations 2011. Previously the Toy Safety Regulations 1995 - updated in 2010 - and now revoked) and to prove that these requirements are met, all toys should carry a CE Marking.

Equipment will be appropriately maintained and inspected in accordance with the manufacturer's instructions.

Electrical toys and equipment will be subject to PAT – portable appliance testing.

All our equipment and resources will be selected with care and risk assessments carried out before new toys and equipment are used or purchased.

The levels of staff supervision will be sufficient to ensure that the safety of children is assured and set according to the type of equipment that is being used, along with the ages and number of children involved in a given activity.

All our equipment and resources are stored or stacked safely to prevent them accidentally falling or collapsing.

We leave receptacles upturned to prevent collection of rainwater. Where water can form a pool on equipment, it is emptied and cleaned daily before children start playing outside.

The layout of our play equipment allows adults and children to move safely and freely between activities.

All our equipment is regularly checked for cleanliness and safety, and any dangerous items are repaired or discarded.

We make safe, and separate from general use any areas that are unsafe because a repair is needed, and this is reported to the Facilities Manager

All our materials, including paint and glue, are non-toxic.

Parents must ensure that any jewellery worn by children poses no danger, particularly earrings that may be pulled, bracelets, which can be caught when climbing, or necklaces that may pose a risk of strangulation.

- Children must wear stud earring and not loop.
- No open toe shoes or Crocs will be permitted on site due to health and safety.

There will be a selection of toys and equipment for children with Special Educational Needs, Physical Disabilities and English as a second language, and we will adapt equipment to their needs when needed.

All equipment and resources will reflect positive images with regard to culture, ethnicity, gender, and disability and for those who English is not their first language.

We encourage staff, children and parents to report any breakages. All equipment and resources will be stored or stacked safely to prevent them accidentally falling or collapsing.

Equipment and resources are used safely and maintained. Faulty equipment will be repaired or discarded.

We ensure that all staff are competent in the work in which they are engaged.

There is no access for parents and children, to the main school after the school day has finished due to health and safety concerns such as wet floors and security of the site. If a child has left something in their classroom this will have to be collected the following day (unless is needed for medical reasons).

Please also refer to the schools site Health and Safety Policy.