Health and Safety (General Policy)

Policy Statement

We believe that the health, safety, and well-being of children, staff, parents, and visitors are of the highest importance.
Our setting is committed to providing a secure and supportive environment where everyone can learn, play, and work safely.
We recognise that safety is a shared responsibility — all staff and visitors must follow our procedures to protect themselves and others.

Procedures

We carry out daily safety checks indoors and outdoors before opening to ensure all areas are clean, safe, and fit for use.
Our premises, furniture, and equipment are maintained in good condition, and hazards are removed or reported immediately to the manager.
Electrical and gas equipment is inspected annually by qualified professionals, and all plug sockets, wires, and heaters are made inaccessible to children.
Measures are taken to prevent finger trapping, and floors are kept dry and clutter-free.
We maintain good lighting, ventilation, and comfortable temperatures at all times.
Children are encouraged to begin recognising and managing risks during play — supported by staff, who model safe behaviour and explain why certain rules help keep everyone safe.

Risk Assessment

We complete visual checks each day and written risk assessments for higher-risk activities, new equipment, and outings.
Staff are encouraged to identify potential hazards and suggest improvements.
Assessments are reviewed termly, or sooner if needed, and any required actions are recorded and completed promptly.

Security

The safety of children and staff extends to security. External doors and gates remain locked during sessions.
Visitors must sign in and out and are never left unsupervised.
Only authorised adults can collect children, and identification is checked when necessary.

Monitoring and Review

We review safety procedures each term and after any incidents. Staff meetings include discussion of safety concerns or improvements.

Legal Framework

- Health and Safety at Work Act 1974
- Management of Health and Safety at Work Regulations 1999

- EYFS Statutory Framework

Signed: _____

Manager: Stacey Humphrey

Date: _____