



Health and Safety Policy

This policy is written in accordance with the statutory framework for the Early foundation stage (2025): Safety and suitability of premises, environment and equipment

Safety of premises

3.79 Providers must ensure that their premises, including overall floor space and outdoor spaces, are fit for purpose and suitable for the age of children cared for and the activities provided on the premises. Providers must comply with requirements of health and safety legislation, including fire safety and hygiene requirements.

Indoor space requirements

3.81 The premises and equipment must be organised in a way that meets the needs of children. Providers must meet the following indoor space requirements⁵⁶ where indoor activity in a building(s) forms the main part of (or is integral) to the provision: • Children under two years: 3.5m² per child. • Two-year-olds: 2.5m² per child. • Children aged three to five years: 2.3m² per child.

3.82 Where the space standards are applied, providers cannot increase the number of children on roll because they additionally use an outside area. Forest and other exclusively outdoor provision (where children are outside all or almost all of the time) is not required to meet the space standards above, as long as children's needs can be met. For this kind of provision, indoor space requirements can be used as a guide for the minimum area needed.

Organising premises for confidentiality and safeguarding

Insurance

3.88 Providers must carry the appropriate insurance (e.g. public liability insurance) to cover all premises from which they provide childcare.

Risk assessment

3.91 Providers must ensure that they take all reasonable steps to ensure staff and children in their care are not exposed to risks and must be able to demonstrate how they are managing risks. Providers must determine where it is helpful to make some written risk assessments in relation to specific issues, to inform staff practice, and to demonstrate how they are managing risks if asked by parents and/or carers or inspectors. Risk assessments should identify aspects of the environment that need to be checked on a regular basis, when and by whom those aspects will be checked, and how the risk will be removed or minimised.

Little Squirrels is committed to providing a safe, healthy, and secure environment for all children, staff, volunteers, students, and visitors. We recognise our responsibility under the Early Years Foundation Stage (EYFS) statutory framework to ensure children are protected from harm and supported in environments that promote their health, safety, and wellbeing.

We will take all reasonable steps to minimise risks and ensure compliance with relevant health and safety legislation, including safeguarding and welfare requirements.

Aims

We aim to:

- ♥ Provide a safe and healthy environment for children and adults.
- ♥ Ensure all staff understand and implement health and safety procedures.
- ♥ Promote good hygiene and infection control practices.
- ♥ Prevent accidents and reduce risks through effective supervision and risk assessment.
- ♥ Maintain safe premises, equipment, and outdoor areas.
- ♥ Meet all legal obligations under the EYFS statutory framework and health and safety legislation.

Responsibilities

Registered Provider/Manager

The registered provider/manager will:

- ♥ Ensure the setting complies with all relevant health and safety legislation.
- ♥ Conduct and review risk assessments regularly.
- ♥ Ensure staff receive appropriate training and supervision.
- ♥ Maintain accident, incident, and medication records.
- ♥ Ensure emergency procedures are in place and practised.
- ♥ Report serious incidents to relevant authorities where required.
- ♥ Ensure all insurance is up to date, including public liability insurance.

Staff Responsibilities

All staff must:

- ♥ Maintain a safe environment at all times.
- ♥ Supervise children appropriately.
- ♥ Maintain correct ratios at all times.
- ♥ Report hazards, accidents, or concerns immediately.
- ♥ Follow hygiene and infection control procedures.
- ♥ Use equipment safely and appropriately.
- ♥ Complete daily safety checks.

Risk Assessments

Risk assessments are carried out:

- ♥ Daily for indoor and outdoor areas.
- ♥ Before outings or special activities.
- ♥ When introducing new equipment or activities.
- ♥ Following accidents or incidents where necessary.

Any identified hazards will be addressed promptly to minimise risk.

Premises and Equipment

We ensure that:

- ♥ Premises are secure, clean, and suitable for children.
- ♥ Furniture and equipment are safe, age-appropriate, and regularly checked.
- ♥ Outdoor areas are safe and supervised.
- ♥ Dangerous substances are stored securely and out of reach.
- ♥ Safety gates where appropriate.
- ♥ Front door and back door locked at all times.

Supervision of Children

Children are supervised at all times in accordance with EYFS staff-to-child ratios. Staff remain vigilant during:

- ♥ Indoor and outdoor play
- ♥ Meal and snack times
- ♥ Sleep/rest periods
- ♥ Toileting and intimate care
- ♥ Outings and transitions

Hygiene and Infection Control

To reduce the spread of infection:

- ♥ Staff and children wash hands regularly.
- ♥ Toys and equipment are cleaned routinely.
- ♥ Toileting and nappy changing procedures follow strict hygiene practices.
- ♥ Disposable gloves and aprons are used where appropriate.
- ♥ Ill children or staff are excluded in line with public health guidance.
- ♥ Food preparation areas are cleaned and sanitised regularly.
- ♥ Any clothing that is heavily soiled will be disposed of immediately to prevent the spread of any infection and smells.
- ♥ Dummy's will be sterilised after use and stored in a labelled sealed pot.
- ♥ Playdough will be disposed of daily.
- ♥ Sand to be replaced every 3 months outside and inside.
- ♥ A steamer will be used to disinfect everything once a week, and as and when needed.
- ♥ All children's bedding to be sent home every week for washing.

Accidents and First Aid

- ♥ All staff are first aid trained.
- ♥ First aid boxes are accessible and regularly checked.
- ♥ All accidents and injuries are recorded and shared with parents/carers.
- ♥ Serious accidents or injuries are reported to relevant authorities where required.

Fire Safety and Emergency Procedures

The setting will:

- ♥ Maintain working smoke alarms and fire extinguisher checks.
- ♥ Carry out regular fire drills.
- ♥ Keep exits clear and accessible.
- ♥ Display evacuation procedures clearly.
- ♥ Ensure staff understand emergency procedures.

Emergency contact information is readily available.

Safeguarding

Health and safety is closely linked to safeguarding. Any concerns regarding a child's welfare, unexplained injuries, or unsafe practice will be reported following the setting's safeguarding procedures.

Smoking, Alcohol, and Substance Misuse

Smoking, vaping, alcohol, and illegal substances are prohibited on the premises and during outings.

Staff must not work under the influence of alcohol or drugs.

Manual Handling

Staff will use safe lifting and handling techniques when moving equipment or supporting children to avoid injury.

Control of Substances Hazardous to Health (COSHH)

We recognise its responsibility under the Control of Substances Hazardous to Health (COSHH) Regulations to protect children, staff, and visitors from exposure to hazardous substances.

Hazardous substances may include:

- ♥ Cleaning products
- ♥ Disinfectants
- ♥ Aerosols
- ♥ Paints, glues, and craft materials
- ♥ Pest control substances
- ♥ Bodily fluids and clinical waste

Procedures

The setting will ensure that:

- ♥ All hazardous substances are kept out of reach of children at all times.
- ♥ Products are kept in their original containers with clear labels and safety instructions.
- ♥ COSHH risk assessments are completed for all hazardous substances used within the setting.
- ♥ Staff are informed about the safe use, storage, handling, and disposal of hazardous substances.
- ♥ Appropriate protective equipment, such as gloves and aprons, is provided and used where necessary.
- ♥ Cleaning materials are only used when children are safely away from the immediate area where possible.
- ♥ Spillages are cleaned promptly and safely following agreed procedures.
- ♥ Hazardous substances are disposed of safely and in accordance with local authority guidance.
- ♥ Staff follow good hygiene practices after handling hazardous substances.

Accident or Exposure Procedures

In the event of accidental exposure to a hazardous substance:

- ♥ First aid procedures will be followed immediately.
- ♥ Medical advice will be sought where necessary.
- ♥ Parents/carers will be informed if a child is affected.
- ♥ The incident will be recorded and reviewed to prevent recurrence.

All visitors to the Nursery must sign the **Visitor Log** and give the reason for their visit. Visitors will never be left alone with the children.

Security procedures will be regularly reviewed by the managers, in consultation with staff and parents.

Dealing with body fluids

Spillages of blood, vomit, urine and faeces will be cleaned up immediately.

Policy updated by Kylie Jones and the Little Squirrels team **May 2026**.