



Setting Policy Statement

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Reviewed

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EYFS Requirements

The health & Safety Policies are inspired by the following statutory guidance and legislation.

The EYFS requires:

- the premises and equipment should be clean and providers should be aware of the requirements of health and safety legislation (including hygiene requirements). This should include informing and keeping staff up to date.
- a health and safety policy should be in place which includes procedures for identifying, reporting, and dealing with accidents, hazards and faulty equipment.
- The requirements of the Statutory Framework for the Early Years Foundation Stage (EYFS) 2017
- The regulations of the Health & Safety at Work Act 1974 and any other relevant legislation such as Control of Substances Hazardous to Health Regulation (COSHH)
- Any guidance provided by Public Health England, the local health protection unit, the local authority environmental health department, fire authority or the Health and Safety Executive.

Health and Safety First Aid regulations 1981

Health and Safety at work 1974

COSHH 2004

Childcare act 2006

Food Safety act 1990

EYFS

Prevention of control of infection

Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 1995 (As Amended)

Further guidance

RIDDOR Guidance and Reporting Form: www.hse.gov.uk/riddor

Officers

Health and Safety Lead Officer – Jenna Lindow

Health and Safety second in charge – Chloe Wigley

- Our member of staff responsible for health and safety is: **Jenna Lindow**
- Staff are competent to carry out these responsibilities as they regularly undertake health and safety training and update their knowledge and understanding.
- We display the necessary health and safety poster in the setting: Kitchen cupboard.



Responsibilities

The designated Health and Safety Officer in the pre-school is **Jenna Lindow**.

The employer has overall and final responsibility for this policy being carried out at:

Lilly Brook Pre-school, Bickley Park Cricket Club, BR12AS

The pre-school manager/deputy pre-school manager will be responsible in his/her absence.

Manager **Jenna Lindow** Deputy Manager **Chloe Wigley**

All employees have the responsibility to cooperate with senior staff and the manager to achieve a healthy and safe pre-school and to take reasonable care of themselves and others. Neglect of health and safety regulations/duties will be regarded as a disciplinary matter (see separate policy on **disciplinary procedures**).

Whenever a member of staff notices a health or safety problem which they are not able to rectify, they must immediately report it to the appropriate person named above. Parents and visitors are requested to report any concerns they may have to the *senior member of staff in the area/*deputy manager/*manager.

Daily contact, monthly staff meetings and health and safety meetings provide consultation between management and employees. This will include health and safety matters.

Health and safety Officer roles

- CW Responsible for overseeing completion of risk assessments daily or ensuring it is complete before children enter and ongoing risk assessments are complete.
- CW Responsible for regular headcounts throughout the day and alerting all staff of the numbers and creating a culture of checking numbers.
- JL Responsible for in house training and tracking completion in regard to manual handling.
- JL and CW Responsible for ensuring staff are aware of their responsibilities regarding maintaining a healthy and hygienic kitchen space.
- JL Responsible for COSSH safety and records
- JL and CW Responsible for ensuring accidents are stored correctly, fully complete and are audited once a month.
- CW Responsible for checking the building and equipment for safety concerns and reporting them.

Insurance cover

We have public liability insurance and employers' liability insurance.

The certificate for public liability insurance is displayed in: By **the entrance gate** so parents and visitors can see it.

We are insured with Morton Michel



Legal framework

- Health and Safety at Work 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 2004))
- 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: What You Need to Know About COSHH (HSE Revised 2009)
- Getting to Grips with Manual Handling - Frequently Asked Questions: A Short Guide (HSE 2011)



Policy statement

At **Lilly Brook Childcare Ltd** we provide and maintain safe and healthy working conditions, equipment and systems of work for all our employees and a safe early learning environment in which children learn and are cared for.

To develop and promote a strong health and safety culture within the pre-school for the benefit of all staff, children and parents.

We provide information, training and supervision. We also accept our responsibility for the health and safety of other people who may be affected by our activities.

The allocation of duties for safety matters and the arrangements which we make to implement our health and safety procedures are set out within this policy and we make sufficient resources available to provide a safe environment.

Legal framework, we follow all relevant legislation and associated guidance relating to health and safety within the pre-school.

Our setting believes 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.

Aims and objectives.

The aim of this policy statement is to ensure all reasonably practical steps are taken to ensure the health, safety and welfare of all persons using the premises. To achieve this, we will actively work towards the following objectives:

- Establish and maintain a safe and healthy environment throughout the pre-school including outdoor spaces.
- Establish and maintain safe working practices amongst staff and children.
- Make arrangements for ensuring safety and the minimising of risks to health in connection with the use, handling, storage and transport of hazardous articles and substances.
- Ensure the provision of sufficient information, instruction and supervision to enable all people working in or using the pre-school to avoid hazards and contribute positively to their own health and safety and to ensure that staff have access to regular health and safety training.
- Maintain a healthy and safe pre-school with safe entry and exit routes.
- Formulate effective procedures for use in case of fire and other emergencies and for evacuating the pre-school premises. Practice this procedure on a regular basis to enable the safe and speedy evacuation of the pre-school.
- Maintain a safe working environment for pregnant workers or for workers who have recently given birth, including undertaking appropriate risk assessments.



- Maintain a safe environment for those with special educational needs and disabilities and ensure all areas of the pre-school are accessible (wherever practicable)
- Provide a safe environment for students or trainees to learn in
- Encourage all staff, visitors and parents to report any unsafe working practices or areas to ensure immediate response by the management.