

SAFETY OF CHILDREN

General Legal Requirement

- ❑ The provider must take necessary steps to safeguard and promote the welfare of children.
- ❑ Outdoor and indoor spaces, furniture, equipment and toys, must be safe and suitable for their purposes.
- ❑ The provider must promote the good health of the children, take necessary steps to prevent the spread of infection, and take appropriate action when they are ill.
- ❑ Staffing arrangements must be organised to ensure safety and meet the needs of all children.
- ❑ Providers must maintain records, policies and procedures required for the safe and efficient management of the settings and to meet the needs of the children.

POLICY

Our setting aims to provide a safe and secure environment both indoors and outdoors for children and adults.

PROCEDURES FOR SAFETY

In order to avoid the risk of accidents, we maintain safety by following these safety procedures:

- Children will always be supervised by a responsible member of staff and will be kept out of kitchens or areas where hazardous materials are kept.
- A minimum of two adults will be present at all times to supervise children.
- The beginning and end of sessions will be closely monitored and children will be marked at the time they arrive and leave; children will only leave with a known authorised adult whose name has been provided by the parents and written permission has been provided by the parent.
- A record will be kept of all adults and visitors.
- Procedures for entrances and exits will be known by the adults involved and agreed procedures will always be followed.

- Safety checks will be carried out on the premises, both indoors and outdoors before and at the end of every session.
- Hazards will be corrected immediately, if this is not possible, the manager will be informed and the children kept away from the area until the problem is rectified.
- Any faulty equipment will be removed, repaired where possible, if unable to repair the item will be disposed of.
- Windows, sockets, stairs, heaters, potentially dangerous materials and layout of activities and equipment (indoors and outdoors) will be closely supervised to remove or minimise hazards.
- Equipment and activities available to children will take account of safety and the children's age and stage of development.
- Undertake risk assessments on a regular basis, identifying aspects of the setting that are to be checked regularly (refer to practice guidance).
- Notify Ofsted of any changes in our facilities that may affect the space and level of care provided.
- Notify Ofsted of any serious injury or the death of any child.

Fire Safety

- Fire extinguishers will be checked annually, designated adults will know how to use them.
- Procedures for fire / evacuation drills will be known by the adults in the setting.
- Fire doors will never be obstructed.
- Fire exits will be clearly identifiable.
- Appropriate, working fire alarms, smoke detectors and extinguishers will be in place.
- Fire drills will be carried out at least once per term and a record of date, time taken, people involved, any problems encountered and how they were resolved will be kept.