



Schoolroom Two

Montessori Nursery



8.1 Health and safety general standards

Addendum due to Covid 19

It is my policy to promote and ensure the good health and safety of children in my care in line with the requirements laid out in the EYFS Framework, by the Health and Safety Executive, and Department for Education COVID 19 guidance.

Safety and suitability of premises, environment and equipment

We operate an arrival and departure routine to ensure social distancing measures are followed. Parents are asked to drop off and pick up their children at mutually agreed designated times and wait outside the gate until a member of staff lets them in. This is to avoid parents congregating outside.

Parents will not be invited into the setting during the pandemic unless there is a specific need. However, if a parent needs to speak to the manager or any member of staff we can arrange a mutually suitable time and method.

There are procedures in place to check the identity of essential visitors eg Ofsted inspectors. All visitors must wear face coverings (masks or shields), sanitise their hands on entry and during their visit if necessary.

HEALTH

We encourage children to learn about good hygiene by promoting regular hand washing and not to touch eyes, mouth and nose where possible. We have a hand washing procedure where children will be supported to wash their hands for 20 seconds on arrival, after coughing or sneezing and before snack and lunch times.

Bins will be regularly emptied and cleaned.

We ensure good ventilation by opening windows.

Regular disinfecting of all surfaces, including work tops, door handles, toilets and nappy changing area etc will take place following the government guidance.

HYGIENE

Hygiene procedures are important at all times but particularly due to Covid 19. We take the following measures to prevent germs spreading.

- Have tissues available at all times and use them to catch coughs or sneezes. We will put the tissue in the bin, wash our hands, or use sanitiser gel.**
- Wash our hands frequently for at least 20 seconds with soap and water. Use an alcohol- based sanitiser gel if soap and water not available.**
- Display posters that show good hand washing practice.**
- Avoid touching our eyes, noses and mouths with unwashed hands.**
- When outside the nursery keep socially distanced as much as possible.**

All areas accessible to children, including toys, playmats and equipment will be regularly cleaned, disinfected and checked for damage. Our risk assessment will be carried out to identify toys that may pose the greater risk, and steps will be taken to minimise that risk usually by removing.

We ensure all staff and children in the nursery are aware of good hand washing procedures and respiratory hygiene and support them to carry out these in line with government guidance.

We ensure there is a good supply of tissues and hand gel available for use when required, and also help children to catch their sneezes and coughs.

Personal protective equipment will be used in the event of a child or staff becomes unwell with symptoms of Covid 19 while at nursery.

We have a robust Covid 19 risk assessment in place as well as updates to other relevant P&P's due to the pandemic.

Policy statement

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, 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.
- Our member of staff responsible for health and safety is: **Shane Reed**
- She is responsible for health and safety in the setting.]
- She is competent to carry out these responsibilities.
- She has undertaken health and safety training and regularly updates her knowledge and understanding.

Insurance cover

We have public liability insurance and employers' liability insurance. The certificate for public liability insurance is displayed in the Notice Board

Procedures

Awareness raising

- Our induction training for staff and volunteers includes a clear explanation of health and safety issues, so that all adults are able to adhere to our policy and procedures as they understand their shared responsibility for health and safety. The induction training covers matters of employee well-being, including safe lifting and the storage of potentially dangerous substances.
- We keep records of these induction training sessions and new staff and volunteers are asked to sign the records to confirm that they have taken part.
- We explain health and safety issues to the parents of new children, so that they understand the part played by these issues in the daily life of the setting.
- As necessary, health and safety training is included in the annual training plans of staff, and health and safety is discussed regularly at our staff meetings.
- We operate a no-smoking policy.
- We make children aware of health and safety issues through discussions, planned activities and routines.

Windows

- Our windows above the ground floor are secured so that children cannot climb through them.

Doors

- We take precautions to prevent children's fingers from being trapped in doors.

Floors and walkways

- All our floor surfaces are checked daily to ensure they are clean and not uneven, wet or damaged. Any wet spills are mopped up immediately.
- Walkways and stairs are left clear and uncluttered.

Electrical/gas equipment

- We ensure that all electrical/gas equipment conforms to safety requirements and is checked regularly.
- Our boiler is not accessible to the children.
- Fires, heaters, wires and leads are properly guarded and we teach the children not to touch them.
- There are sufficient sockets in our setting to prevent overloading.
- We switch electrical devices off from the plug after use.
- We ensure that the temperature of hot water is controlled to prevent scalds.
- Lighting and ventilation is adequate in all areas of our setting, including storage areas.

Storage

- All our resources and materials, which are used by the children, are stored safely.

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

Outdoor area

- Our outdoor area is securely fenced. All gates and fences are childproof and safe.
- Our outdoor area is checked for safety and cleared of rubbish, animal droppings and any other unsafe items before it is used.
- Adults and children are alerted to the dangers of poisonous plants, herbicides and pesticides.
- We leave receptacles upturned to prevent collection of rainwater. Where water can form a pool on equipment, it is emptied and cleaned before children start playing outside.
- Our outdoor sand pit is covered when not in use and is cleaned regularly.
- We check that children are suitably attired for the weather conditions and type of outdoor activities; ensuring that suncream is applied and hats are worn during the summer months.
- We supervise outdoor activities at all times; and particularly children on climbing equipment.

Hygiene

- Our daily routines encourage the children to learn about personal hygiene.
- We have a daily cleaning routine for the setting, which includes the play room(s), kitchen, rest area, toilets and nappy changing areas. Children do not have unsupervised access to the kitchen.
- We have a schedule for cleaning resources and equipment, dressing-up clothes and furnishings.
- The toilet area has a high standard of hygiene, including hand washing and drying facilities and disposal facilities for nappies.
- We implement good hygiene practices by:
 - cleaning tables between activities;
 - cleaning and checking toilets regularly;
 - wearing protective clothing - such as aprons and disposable gloves - as appropriate;
 - providing sets of clean clothes;
 - providing tissues and wipes;

Activities, resources and repairs

- Before purchase or loan, we check equipment and resources to ensure that they are safe for the ages and stages of the children currently attending the setting.
- 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 of repair is needed.
- All our materials, including paint and glue, are non-toxic.
- We ensure that sand is clean and suitable for children's play.

- Physical play is constantly supervised.
- We teach children to handle and store tools safely.
- Children learn about health, safety and personal hygiene through the activities we provide and the routines we follow.
- Any faulty equipment is removed from use and is repaired. If it cannot be repaired it is discarded. Large pieces of equipment are discarded only with the consent of the manager.

Jewellery and accessories

- Our staff do not wear jewellery or fashion accessories, such as belts or high heels, that may pose a danger to themselves or children.
- Parents must ensure that any jewellery worn by children poses no danger; particularly earrings which may get pulled, bracelets which can get caught when climbing or necklaces that may pose a risk of strangulation.

Safety of adults

- We ensure that adults are provided with guidance about the safe storage, movement, lifting and erection of large pieces of equipment.
- We provide safe equipment for adults to use when they need to reach up to store equipment or to change light bulbs.
- For our nursery: We ensure that adults do not remain in the building on their own.]
- We record the sickness of staff and their involvement in accidents. The records are reviewed termly to identify any issues that need to be addressed.

Control of substances hazardous to health

ADDENDUM for COVID 19

Our nursery will adhere to COSHH regulation to any chemicals we may use on the premises.
We will make a list of all products used at school during the pandemic.

We will;

- Find out what the health hazards are;
- Decide how to prevent harm to health (risk ass)
- Provide control measures to reduce harm to health
- Make sure they are used
- Keep all control measures in good working order
- provide information, instruction and training for staff.

Legal Framework

The regulations of H&S at work act 1974 and any other legislation such as COSHH
Any guidance for PHE, local environment health dept, local health .protection unit
Follow the allergies and allergic reactions policy

See COSHH risk assessment for nurseries and early years
See COSHH Citation 5 simple steps to risk assessments
See COSHH The danger symbols and general nature of risks
See COSHH Template risk assessment

- Our staff implement the current guidelines of the *Control of Substances Hazardous to Health Regulations (COSHH)*.

- Hazardous substances are stored safely away from the children.
- We keep all cleaning chemicals in their original containers.
- We keep the chemicals used in the setting to the minimum in order to ensure health and hygiene is maintained. We do not use:
 - bleach;
 - anti-bacterial soap/hand wash, unless specifically advised during an infection outbreak such as Pandemic flu; or **Covid 19**
 - anti-bacterial cleaning agents, except in the toilets, nappy changing area and food preparation areas. Anti-bacterial spays are not used when children are nearby.
- Environmental factors are taken into account when purchasing, using and disposing of chemicals.
- All members of staff are vigilant and use chemicals safely.
- Members of staff wear protective gloves when using cleaning chemicals.

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)

This policy was adopted by

Schoolroom Two

On

January 2021

Signed on behalf of the provider



Name of signatory

Janet Jakeman

Role of signatory (e.g. chair, director or owner)

Principal