



## 01 Health and safety policy

**Designated Health and Safety Officer is:** Hayley Hatton

### **Aim**

Our Nursery is a suitable, clean and safe place for children to be cared for, where they can grow and learn. We meet all statutory requirements for health and safety and fulfil the criteria for meeting the Early Years Foundation Stage Safeguarding and Welfare Requirements.

### **Objectives**

- ❖ We recognise that we have a corporate responsibility and duty of care towards those who work in and receive a service from our provision. Individual staff and service users also have responsibility for ensuring their own safety as well as that of others. Adherence to policies and procedures and risk assessment is the key means through which this is achieved.
- ❖ Insurance is in place (including public liability) and an up-to-date certificate is always displayed in the main hall.
- ❖ The Nursery Manager undertakes health and safety training and regularly updates her knowledge and understanding.
- ❖ We display the necessary health and safety posters in the office.
- ❖ 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 make children aware of health and safety issues through discussions, planned activities and routines.

- ❖ Risk assessment is carried out to ensure the safety of children, staff, parents, and visitors. Legislation requires all those individuals in the given workplace to be responsible for the health and safety of premises, equipment and working practices.
- ❖ Smoking and vaping is not allowed on the premises, both indoors and outdoors. Staff do not smoke in their work clothes and are requested not to smoke within at least one hour of working with children. The use of electronic cigarettes is not allowed on the premises.
- ❖ Staff must not be under the influence of alcohol or any other substance which may affect their ability to care for children. If staff are taking medication that they believe may impair them, they seek further medical advice and only work directly with children if that advice is that the medication is unlikely to impair their ability to look after children. The setting manager must be informed.
- ❖ Alcohol must not be brought onto the premises for consumption.
- ❖ A risk assessment (01.1a Generic risk assessment) and access audit (01.1b Access audit form) are carried out for each area and the procedure is modified according to needs identified for the specific environment.
- ❖ Risk assessments are monitored and reviewed by those responsible for health and safety.

### **Legal references**

Health and Safety at Work etc Act 1974

Health and Safety (Consultation with Employees) Regulations 1996

Management of Health and Safety at Work Regulations (1999)

Regulatory Reform (Fire Safety) Order 2005)

Electricity at Work Regulations (1989)

Regulation (EC) No 853/2004 of the European Parliament and of the Council on the hygiene of foodstuffs

Manual Handling Operations Regulations (1992) (Amended 2002)

Medicines Act (1968)

Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) (Amendment) Regulations 2012

Control of Substances Hazardous to Health (COSHH) Regulations 2004

Health and Safety (First Aid) Regulations 1981

Childcare Act 2006

### **Further guidance**

[Dynamic Risk Management in the Early Years](#) (Alliance 2017)

Health and Safety Executive [www.hse.gov.uk/risk](http://www.hse.gov.uk/risk)

Food Standards Agency [www.food.gov.uk](http://www.food.gov.uk)

Ministry of Housing, Communities & Local Government [www.communities.gov.uk](http://www.communities.gov.uk)

This policy was adopted by

Abinger Common Nursery

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On

March 2024

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Date to be reviewed

March 2025

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Signed on behalf of the provider



Name of signatory

Mrs Emma Powell

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

Nursery Chair Person

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