**Health and Safety Policy**

Written by: Alice Mcpherson Date: 16.07.2021

I aim to ensure children are healthy and safe on my premises, in the garden and on outings.

This Health and Safety Policy follows the requirements of the Early Years Foundation Stage (EYFS, 2017) and covers –

* EYFS overarching statement
* Fire safety
* Hygiene requirements
* Hand washing
* Paediatric first aid
* First aid box / kit
* Risk assessment
* Outings
* Outside play
* No smoking
* Health and hygiene
* Other considerations including –
* Supervision of children
* Food and allergies
* Manual Handling
* Electrical appliances
* Chemicals
* Staff training

**Responsibility**

The owner / manager is responsible for health and safety in the setting; all staff must ensure the setting is as safe as reasonably practicable for use by the children and families.

**Animals including pets**

I risk assess children’s contact with animals and share information with parents about how I keep their child safe. Please see **Animal and Pet Policy** for more information.

**Overarching statement in the EYFS**

**EYFS requirement 3.54** - *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.*

I aim to ensure the premises and outside areas are fit for purpose by carrying out regular risk assessments of all areas of provision including furniture, equipment and toys. I clean the house and garden regularly and check for debris or dangers throughout the day.

**Fire safety**

**EYFS requirement 3.54** - *Providers must comply with requirements of health and safety legislation (including fire safety requirements).*

I comply with fire safety requirements and have a written Fire Risk Assessment.

**Hygiene requirements**

**EYFS requirement 3.54** - *Providers must comply with requirements of health and safety legislation (including hygiene requirements).*

I keep the house and garden clean and hygienic for the children and staff.

Flannels are given to each child and is placed in a bag away from each other’s, these flannels are then washed at the end of the day ready for the next day.

Bedding is used 1 per child and placed in washing machine after use for the next day.

Own cups/beakers and washed each time.

**Hand washing procedures -** the government advice is to wash hands regularly for 20 seconds, using soap and water or sanitiser if no soap is available. Hands should be dried well, using single use paper or cloth towels (hot washed after each use). With prior written parent permission, a dab of hand cream can then be rubbed in gently to stop hands cracking. My **Ongoing Medication Administration** **Form** has been updated to reflect the changes.

**Pediatric first aid**

**EYFS requirement 3.25** - *At least one person who has a current paediatric first aid certificate must be on the premises and available at all times when children are present, and must accompany children on outings*.

I am committed to keeping children safe - however, accidents do sometimes happen. I have up-to-date paediatric first aid certificates and the children are within sight and / or hearing at all times. I risk assess constantly to help keep children safe and I teach them to do their own risk assessments (see below).

**Updated for coronavirus 04.2020**

The rules around the renewal of pediatrics first aid certificates have bene adapted to account for lockdown. See the HSE website for more information.

**First aid box**

**EYFS requirement 3.50** - *Providers must ensure there is a first aid box accessible at all times with appropriate content for use with children. Providers must keep a written record of accidents or injuries and first aid treatment. Providers must inform parents and/or carers of any accident or injury sustained by the child on the same day, or as soon as reasonably practicable, of any first aid treatment given.*

There is a fully equipped first aid box in the house and one for outings and the car. The contents are suitable for children and are replaced after use or as required. I keep completed **Accident and First Aid Record** forms in each child’s personal file and ask parents to complete an **Existing Injuries Record** if their child has had an injury at home.

Parents are asked to make themselves available on the same day (where possible) to read and sign accident and first aid records. I am aware of the requirement to notify Ofsted of any serious accident, illness or injury, or death to Ofsted within 14 days.

**Risk assessment**

**EYFS requirement 3.64** - *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. 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.*

I take children’s safety seriously and risk assess first thing in the morning and constantly during the day, covering outside play, inside activities, outings etc. The house and garden are visually checked for risks and faulty equipment, furniture, broken or dangerous resources etc are removed from the play areas immediately. Children are taught to do their own risk assessments of the house and garden and are reminded about safety during outings.

I teach children about keeping themselves safe and taking measured risks. For example, I plan regular activities linked to teaching children about personal safety, stranger danger, staying safe online, being careful around animals and road and rail safety etc… I use planned activities and spontaneous opportunities to talk to the children about keeping safe.

I share information with parents to support their child’s health and safety at home.

**Updated for coronavirus 04.2020**

A new risk assessment has been completed to cover the specific hazards and risks surrounding coronavirus including how to keep children and staff safe. New policies and procedures including an Arrival and Departure Policy have been added to my file and shared with parents. further information will be added and adapted as advised.

**Outings**

**EYFS requirement 3.65** - *Children must be kept safe while on outings. Providers must assess the risks or hazards which may arise for the children and must identify the steps to be taken to remove, minimise and manage those risks and hazards. The assessment must include consideration of adult to child ratios.*

**EYFS requirement 3.25** *- At least one person who has a current paediatric first aid (PFA) certificate must be on the premises and available at all times when children are present and must accompany children on outings.*

**EYFS requirement 3.66 -** *Vehicles in which children are being transported, and the driver of those vehicles, must be adequately insured.*

Outings are risk assessed to ensure children are kept safe and we always work within my ratios. During outings, children might use large play equipment at parks or in soft play areas. These will be risk assessed first and children will be taught to inform an adult if they are worried about any aspect of the play areas.

All staff have a current paediatric first aid certificates and a first aid kit is taken on outings.

We take children on outings in our car. We have business class 1 insurance for transporting childminded children – the insurance certificate is available to view at any time. There are appropriate car seats for the height and weight of children in the car (car seats are risk assessed for safety before each outing) and children are taught about being safe in the car and around other vehicles on outings.

**Updated for coronavirus – 04.2020**

At the present time, to comply with social distancing rules, I have discussed outings with parents, and I am making an informed decision on a regular basis, with their input, about the types of outings I take with the children. for example, I might take the children on a safe, socially distanced walk to collect natural materials or play on the big field, but I do not take children to the park or social events.

**Outside play**

**EYFS requirement 3.58** - *Providers must provide access to an outdoor play area or, if that is not possible, ensure that outdoor activities are planned and taken daily (unless circumstances make this inappropriate, for example unsafe weather conditions). Providers must follow their legal responsibilities under the Equality Act 2010 (for example, the provisions on reasonable adjustments).*

The garden is as safe as possible and risk assessed before, during and after each working day. It is set up to support all children’s learning: resources and equipment are provided which promote children’s learning and development. Garden equipment, resources etc is risk assessed before, during and after use to ensure it is safe for the ages and developmental stages of the children in the setting on the day.

Parents are aware that it is a requirement of the Early Years Foundation Stage (EYFS) that their child goes outside every day apart from if there are unsafe weather conditions and are asked to provide appropriate clothing and spare clothes in case their child gets wet or muddy. I have spare clothes for children if required.

I have made changes to the garden to support children with disabilities including providing a ramp to the door and ensuring the garden is level so all children can access the resources and equipment. We are prepared to make further reasonable adjustments as required by the Equality Act 2010 if requested.

Garden equipment, resources etc is risk assessed before, during and after use to ensure it is safe for the ages and developmental stages of the children in the provision on the day.

**Unsafe weather conditions** might include storm warnings from the Environment Agency and extremely hot days when it is unsafe for children to stay in the sun for long periods. I use a weather app to check weather conditions every day and speak to parents about how we have supported their child’s learning if I have not been able to offer them the opportunity to go outside.

**Sun safety** – I ask parents to provide a bottle of labelled factor 30+ sun cream for their child. Permission is in place to apply cream and children are taught how to do this independently (with supervision). Parents are asked to put the first layer of sun cream on their child in the morning and we will continue to apply it regularly through the day.

**Vehicles for transporting children**

**EYFS requirement 3.66 -** *Vehicles in which children are being transported, and the driver of those vehicles, must be adequately insured.*

I take children on outings and to school and back in my car. I have insurance which covers me for transporting childminded children – parents and Ofsted are welcome to view my insurance document and other car paperwork at any time. There are appropriate car seats for the height and weight of children in the car (car seats are risk assessed for safety before each outing) and children are taught about being safe in the car and around other vehicles on outings.

Parents can ask to see my vehicle documents at any mutually convenient time. Copies of assistant vehicle documentation are also retained in the provision (if appropriate).

I might, at times, use public transport. I teach children to be safe around buses, trains and trams etc and I risk assess before and during each journey.

**Updated for coronavirus 04.2020**

At the present time, outings including outings in vehicles are minimised to keep children safe and outings will not be taken on public transport. I will continue to follow advice from the Government on safe outings and share updated information with parents as relevant.

**No smoking**

**EYFS requirement 3.56** - *Providers must not allow smoking in or on the premises when children are present or about to be present*.

I do not smoke, and I am committed to protecting children from the dangers of smoke and smoky atmospheres. Smoking and equipment in any form including e-cigarettes is not allowed on the premises. Where possible I protect children from smoking on outings. For example, I do not take the children into smoky environments and avoid places that allow smoking if possible.

I teach children about the dangers of tobacco and smoking in age-appropriate ways, working with parents where possible to ensure messages are consistent.

**Health and hygiene**

**EYFS requirement 3.60** - *Providers must ensure there are suitable hygienic changing facilities for changing any children who are in nappies and providers should ensure that an adequate supply of clean bedding, towels, spare clothes and any other necessary items is always available.*

Nappy changing and toilet facilities can be inspected at any time: anti-bacterial cleaning products are used to keep them clean, and children’s hands are washed at appropriate times. Children are taught how to clean their hands effectively and we supervise them.

I wash hands before and after nappy changing. Children are placed on a plastic mat which is cleaned with antibacterial wipes before and after each use. Privacy is considered when children’s nappies are changed but we must also be able to supervise the other children in the setting effectively.

Clean linen is available through the day and parents are asked to provide spare clothes for their child/ren.

Soiled clothes and other items are bagged up for parents to take home. All linen and cloths used in the setting is washed at high temperatures using non-biological powder to reduce the risk of cross contamination and allergies.

**Other health and safety considerations**

* **Supervision of children** – to comply with the EYFS, children are within sight and / or always hearing of a staff member.
* **Food and allergies** - I comply with Safer Food Better Business for Childminders; I ensure allergens are handled appropriately; I record allergens and make the information available to parents on request to comply with EU allergy legislation.
* **Manual handling** – I have updated myself to understand the dangers of manual handling and how to lift and bend appropriately.
* **Chemicals** – information is available online about chemicals used in the setting; staff are trained in using chemicals safely and personal protective equipment is supplied as required.
* **Staff training** – if relevant, staff are trained on health and safety procedures during induction; ongoing training is provided by the owner / manager.

If you have any questions about my Policy / Procedures or would like to make any comments, please ask.

Signed: Review date: