

# Health and Safety Procedure

It is a requirement of the EYFS Framework that childcare providers take all reasonable steps to minimise risks for children in their care, following health and safety legislation (including fire safety, food safety and hygiene requirements).

The wellbeing of the children in our care will always be our top priority and we will use the following procedure alongside our Safeguarding and Child Protection Policy to ensure that children are kept as safe as possible.

Children learn best when they are healthy, safe, secure, when their individual needs are met, and when they have positive relationships with the people caring for them.

Early Years Foundation Stage Statutory Framework

## What safety measures are in place at

The following safety measures are in place and we have completed a risk assessment which is reviewed regularly:

- All toys and equipment are checked and cleaned regularly to ensure safety. Any hazardous items are removed immediately.
- Children are only offered toys and resources that are suitable for their age/stage of development.
- All children are supervised carefully when using large play equipment. Children are allowed to take calculated risks (such as climbing on suitable equipment) and any potential dangers are identified and discussed in a way that is suitable for their stage of development and understanding.
- Children are encouraged to take turns with others and any dangerous behaviour is stopped immediately.
- We conduct daily visual risk assessments of our setting before the children arrive and throughout the day to ensure that it is a safe environment for all.
- Should an accident occur, our setting has a comprehensive first-aid kit, as well as a portable kit which is taken on any off-site visits. Practitioners are fully trained in paediatric first aid and these qualifications are renewed every three years, as is legally required. We also have an Accident and Emergency Procedure in place.
- Socket covers are not used in the setting, as they pose a higher risk of electrocution. Electrical sockets are blocked using furniture where possible and children are always closely supervised.
- All equipment is fitted following the correct safety procedures. Highchairs, low chairs and pushchairs are always age-appropriate and harnesses for safety are used wherever available.
- All potentially dangerous substances (e.g. cleaning products, medicines) are stored out of reach of children or in a cupboard that is kept locked.
- We have appropriate measures in place to ensure children are unable to leave the setting and that others are unable to enter without permission. Any unfamiliar visitors, such as emergency tradespeople, are routinely asked to show ID on arrival and are never left alone with any children.
- We have procedures in place in the event of a fire or another emergency and have regular evacuation and invacuation/lockdown practices. These take place alongside discussions about fire safety and recognising dangerous situations. Children are taught what to do in the event of an evacuation or invacuation/lockdown.
- We have strict child protection and safeguarding measures in place. Please see our Safeguarding and Child Protection Policy for further details.
- We have robust safer recruitment procedures in place, following up-to-date guidance on obtaining references, background information and completing full Disclosure and Barring Service (DBS) checks.
- We have a Dropping-Off and Collection Procedure, a Lost Child Procedure and an Absent and Uncollected Child Procedure to ensure children arrive at and leave the setting safely. We also monitor attendance, investigate prolonged absences and report any safeguarding concerns that arise from these.

Sleeping children must be frequently checked to ensure that they are safe. Being safe includes ensuring that cots and bedding are in good condition and suited to the age of the child, and that babies are placed down to sleep safely in line with the latest government safety guidance.

Early Years Foundation Stage Statutory Framework

- Sleeping children will be regularly monitored and guidance from the NHS and The Lullaby Trust will be followed wherever possible to create a safe sleeping environment.

## What health and hygiene measures are in place at

- Children are taught how to wash their hands effectively with soap and water, which they will do on entering the setting, after playing outdoors and before eating. They will each have their own towels and these are washed regularly.
- We comply with food safety and hygiene regulations following 'Safer Food, Better Business' guidance published by the Food Standards Agency. We also have robust policies in place for managing allergies and intolerances.
- Detailed information is collected about each child's dietary requirements, allergies, intolerances and medical needs before they enter the setting. For any child identified with a food allergy, intolerance or medical condition (such as coeliac disease), parents/carers must provide a copy of their child's Individual Healthcare Plan from the Allergy Clinic/ Healthcare Practitioner. This information will be used to develop an individual risk assessment which will detail our procedures for meeting the child's specific needs within the setting and during outings, ensuring their full participation without compromising their health and safety.
- All staff will be aware of any special requirements, symptoms to look out for and treatment protocol, as well as a named person being responsible for ensuring food provided meets each child's needs.
- While eating, children will be seated safely in age-appropriate chairs, within both sight and earshot at all times, usually with an adult sat facing them. There will always be a

trained first-aider present while children eat. Staff will promote safer eating behaviours, enabling them to quickly identify emergencies such as incidents of choking and allergic reactions. Food provided will be age-appropriate and prepared in ways that reduce the risks of choking. If a choking incident occurs that requires intervention, this will be recorded, shared with parents/carers and safety procedures will be reviewed.

- Weaning will be done in close collaboration with parents/carers, ensuring staff are aware that allergies and intolerances could develop at any time, particularly when introducing new foods.
- We ensure that children do not have access to waste and that bins are emptied regularly.
- We work with parents/carers to teach the children about physical exercise, making healthy food choices and understanding oral hygiene. Please see our Healthy Eating and Food Hygiene Policy for more details.

Providing healthy, balanced and nutritious food ensures that all children:

- Get the right amount of nutrients and energy they need while they are growing rapidly, which is especially important for children who might not have access to healthy food at home. This can help prevent children from becoming overweight or obese.
- Develop positive eating habits early on. Children's early experiences with food can shape future eating habits. This can impact children's long-term health including maintaining a healthy weight, and good oral health.

Early Years Foundation Stage Nutrition Guidance

- We ensure that children do not come into the setting when they are at risk of spreading illnesses. Parents/carers are required to let us know in advance of arrival at the setting if their child is not well or has been unwell in the 48 hours prior to needing childcare.

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- Nappy changing will be done on a changing mat in the room. Staff and babies will wash their hands thoroughly after a nappy change and surfaces will be cleaned and disinfected regularly. Nappies will be disposed of immediately in a bin that children will not have access to. Children's privacy will be protected as much as possible, while also maintaining high levels of hygiene and safety. Nappy changes will be done discreetly by a suitable member of staff, out of the direct view of others, wherever possible. Children and staff will be required to respect each other's privacy and to not watch during nappy changes or while using a potty/toilet. Children will be encouraged to ensure they are fully dressed after toileting, before joining the others.
- Parents/carers are required to ensure that children bring suitable clothing for the weather and season. We will ensure that children are dressed appropriately before going outdoors. On sunny days, parents/carers are required to put sun cream on any exposed skin before arrival at the setting and provide extra sun cream that can be reapplied throughout the day. In summer, we will seek shade during the hottest parts of the day and ensure the children are well hydrated.
- An Administering Medication Policy and Procedure is in place which will be followed by all staff members, at all times.
- Details of all accidents, injuries, pre-existing injuries and incidents will be recorded, including statutory information relating to these. Record forms will be shared with parents/carers, who will be asked to sign to acknowledge they have read them.
- Policies and procedures are in place for online safety and the use of electronic devices in the setting to ensure that they stay safe online and that screen time is limited, as appropriate for each child.
- Vehicles used to transport children are regularly serviced and always have an up-to-date MOT. Our motor insurance includes business use (which specifically includes providing childcare).
- We have emergency contact details with us at all times, should we need to contact the parents/carers of a child. We always aim to have more than two emergency contacts per child so we have a number of responsible adults whom we can call, should a child's parents/carers be unavailable.
- We will work with parents/carers to teach the children about safety issues like crossing the road and 'stranger danger'.
- Any dangerous equipment in public playgrounds will not be used and will be reported to the appropriate authority.
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### How are children kept safe when travelling or going on outings?

- Car seats are checked regularly to ensure that they are correctly fitted and are replaced should they show signs of damage or age.

### Will anybody smoke or vape around my child at

- No one is permitted to smoke or vape inside/ close to the setting or in any vehicle that is used to transport children, at any time.
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- We will not visit any indoor venue where smoking is permitted; this includes private dwellings.
- In outdoor public places, as much as possible, we will avoid contact with people who are smoking or vaping.
- We will also provide information to parents/carers about the dangers of smoking and vaping around their children, if appropriate.

## What happens if an adult is on medication or under the influence of alcohol or other drugs?

- Members of staff at are prohibited from being under the influence of illegal drugs and/or alcohol while working with children.
- No illegal drugs will be allowed on the premises.
- If a staff member has taken any medication, they will seek medical advice to ensure their ability to look after the children will not be impaired.
- We will ensure that if there are any dangerous substances, such as alcohol or medicines, stored on the premises, they are kept safely away from children at all times.
- If an intoxicated parent/carer were to arrive at the setting to collect a child and we believe that it could be dangerous to release the child into their care, we will suggest that an emergency contact is called to collect the child instead.
- We are not legally allowed to stop an adult with parental responsibility from taking their child but if we believe the child to be in immediate danger, we will inform the police immediately.

## How many children will be in the setting at a time?

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