

3: Safety & suitability of premises, environment and equipment

3.1 Health and Safety General Standards

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3.1 Health and Safety General Standards

Policy Statement

The safety and well-being of children attending **Miss B's Nursery** is always the highest priority. Staff maintain a vigilant, proactive approach to safety, ensuring risks are always considered during daily activities and routines.

Our aim is to provide a secure, healthy and welcoming environment for children, families, staff and volunteers. We achieve this by promoting awareness of health and safety responsibilities and by actively reducing hazards and risks so that children can learn, play and develop safely.

This approach supports children's rights under the **United Nations Convention on the Rights of the Child (UNCRC)**, including:

- **Article 3** – The best interests of the child must be a primary consideration.
 - **Article 6** – Children have the right to life, survival and development.
 - **Article 19** – Children have the right to protection from harm.
 - **Article 24** – Children have the right to the highest attainable standard of health.
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3.1.1 Health and Safety Lead

The designated Health and Safety Lead at Miss B's Nursery is the Owner and Manager, **Kayleigh Botha**, who is responsible for ensuring that the nursery's health and safety policies are implemented and regularly reviewed.

The Health and Safety Lead is familiar with relevant legislation, including:

- **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 (COSHH) Regulations 2002**
- **Manual Handling Operations Regulations 1992 (as amended 2004)**

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Responsibilities include monitoring compliance with safety procedures, reviewing risk assessments, ensuring appropriate COSHH controls are in place and overseeing fire safety and other required inspections.

3.1.2 Insurance and Health & Safety Information

Miss B's Nursery holds appropriate **public liability insurance and employer's liability insurance**. Copies of the relevant certificates are displayed in a location accessible to parents and visitors.

In accordance with legal requirements, the **Health and Safety Executive (HSE)** poster titled "*Health and Safety Law – What You Need to Know*" is displayed for staff. The nursery regularly refers to guidance from the HSE website to remain up to date with current safety advice.

3.1.3 Promoting Health and Safety Awareness

Health and safety are a central part of the nursery's culture and are promoted in several ways:

- All staff and volunteers receive health and safety information during their induction to understand their responsibilities.
- Induction includes guidance on staff wellbeing, safe lifting techniques and the storage and handling of potentially hazardous substances.
- Records are kept of induction sessions, and staff confirm their participation.
- Parents are informed about the nursery's health and safety procedures when their child begins attending.
- Health and safety topics are regularly revisited during staff meetings and professional development sessions.
- The nursery operates a **no-smoking policy** across the premises.
- Children learn about safety through everyday routines, discussions and planned activities.

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3.1.4 Supervision of Children

Children are always supervised by staff or authorised adult volunteers. At all times, children remain within sight of an adult.

When groups move to outdoor areas such as nearby playing fields, staff ensure that appropriate staff-to-child ratios are maintained both indoors and outdoors.

Children are not permitted to access areas restricted to adults, such as the staff kitchen, office, storage rooms, or staff toilets.

Potentially hazardous appliances and materials are kept securely out of reach, including cleaning products and medicines.

These measures support children's right to protection and safety under **Article 19 of the UNCRC**.

3.1.5 Safe Movement Indoors

Running indoors is discouraged unless it is part of a structured and supervised activity.

The nursery layout provides sufficient open space to allow children and adults to move safely between activities and play areas.

3.1.6 Windows and Patio Doors

Low-level windows and patio doors within the nursery are constructed from strong safety glass designed to reduce the risk of breakage.

Secure fencing is used outside operating hours to protect the building.

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3.1.7 Doors

Precautions are taken to prevent children from trapping their fingers in doors. Protective safety devices are fitted to doors used by children to prevent access to hinge gaps.

Where doors need to remain open for access, such as for retrieving coats or personal belongings, door wedges are used and checked regularly.

Doors leading to external public areas are secured with locks or bolts positioned out of children's reach.

Heavy patio doors are only operated by adults.

3.1.8 Floors

Floor surfaces are inspected daily to ensure they are clean, dry and free from damage.

If a floor becomes wet or slippery, it is cleaned promptly, and appropriate warning signs are displayed.

3.1.9 Electrical Equipment and Heating

Electrical safety is maintained through regular checks and procedures, including:

- Heaters are installed at a high level and out of reach.
- Low-level heaters are covered with radiator protectors for the child's safety.
- regular safety checks on electrical equipment.
- restricted access to electrical cupboards and meters.
- protective covers for cables.
- switching off appliances at the socket when not in use.

Adequate numbers of electrical sockets are available to prevent circuit overloading.

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3.1.10 Hot Water Safety

Hot water taps used by children are fitted with **thermostatic mixer valves** to ensure the water temperature remains safe and cannot cause scalding.

Water temperature systems are maintained by contractors responsible for building maintenance, and staff regularly check tap flow.

In the staff kitchen, warning notices indicate that water may be very hot.

To prevent scalding accidents, hot drinks are not permitted in areas used by children unless they are in sealed, spill-proof containers.

Water temperatures are monitored regularly as part of **Legionella prevention procedures**.

3.1.11 Water Activities

The nursery does not have ponds or permanent water features on site.

Water plays activities involve only shallow water and are always closely supervised by staff.

3.1.12 Storage of Equipment

Equipment and resources are stored securely to prevent them from falling or collapsing.

Storage areas that contain larger equipment are restricted to staff. Large movable furniture, such as bookcases, includes safety mechanisms to prevent movement by children.

3.1.13 Outdoor Areas

External doors leading to public areas remain locked during sessions. Access to outdoor play areas is through designated exit points, which also serve as emergency exits.

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Outdoor areas are enclosed by secure fencing and gates.

Before outdoor play begins, staff check the area for hazards such as litter, animal waste or unsafe objects.

No poisonous plants or harmful chemicals are used in outdoor areas.

Sandpits are covered when not in use and cleaned regularly.

Children are appropriately dressed for weather conditions, and during sunny weather, sun protection measures such as hats and sunscreen are used.

Outdoor play activities, including climbing or gardening, are always supervised.

These practices support children's right to health and safe play under **UNCRC Articles 24 and 31**.

3.1.14 Hygiene and Healthy Living

Miss B's Nursery follows national health guidance to ensure current best practice.

Children learn about hygiene through daily routines, including:

- covering their mouths when coughing.
- using tissues to wipe noses.
- disposing of used tissues in lidded bins.
- washing hands after using the toilet, before eating and after messy play.

Regular cleaning routines are in place for all areas of the nursery, including play areas, toilets, nappy-changing areas, and the kitchen.

Hygiene practices include:

- cleaning tables between activities.
- using wipe-clean table coverings for meals.
- frequent toilet cleaning.

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- wearing protective gloves and aprons where appropriate.
- providing spare clothing where needed.

These practices support **UNCRC Article 24**, which recognises children's right to good health.

3.1.15 Daily Safety Checks

The Manager completes a daily safety **inspection** before children arrive.

This checklist includes:

- ensuring hot drinks are removed from play areas.
- checking cleanliness and supplies in toilets.
- ensuring socket covers are in place.
- confirming emergency exits are clear.
- checking external doors are secure.
- Confirming door safety devices are in position.
- ensuring storage cupboards are closed.
- inspecting outdoor areas and gates.

A closing checklist is also completed after each session to confirm items such as heaters being switched off.

3.1.16 Outdoor Play and Physical Activity

Children are provided with opportunities every day to play and exercise outdoors, supporting physical health and wellbeing.

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During sunny weather, families are asked to apply sunscreen before arrival. The nursery also provides hats and shaded areas, such as under trees or parasols.

Staff remain attentive to potential risks related to sun exposure and supervise children accordingly.

3.1.17 Health Information and Advice

Staff maintain links with health professionals, such as **health visitors**, and refer to guidance from health authorities and relevant organisations.

Parents can discuss health concerns with nursery staff and are directed to appropriate support services when necessary.

3.1.18 Toys and Equipment

All toys and learning resources are inspected regularly to ensure they remain safe and clean. Any damaged or unsafe items are removed.

Large equipment is assembled carefully and supervised during use.

Materials used for activities, such as paint and glue, are non-toxic. Sand used for play is clean and suitable for children.

Children are taught how to use tools safely, including simple gardening tools.

Physical play is always supervised by staff.

3.1.19 Safety of Adults

Staff and volunteers receive guidance on safe lifting, moving and assembling equipment.

Appropriate equipment, such as step ladders, is provided where needed.

Clear safety signage is displayed where appropriate.

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Staff should not remain alone in the building where this may create a safety risk.

Records of staff sickness or accidents are maintained and reviewed to identify any potential health or safety issues.

3.1.20 Control of Hazardous Substances (COSHH)

Miss B's Nursery follows the **Control of Substances Hazardous to Health (COSHH) Regulations**.

A record is kept of any substances that could be hazardous, such as cleaning products or gardening chemicals, along with details of where they are stored.

Safety measures include:

- storing chemicals securely and out of children's reach.
- keeping substances in their original labelled containers.
- carrying out risk assessments for any chemicals used.
- minimising the number of chemicals kept on site.
- avoiding bleach except when children are not present.
- considering environmental impact when purchasing or disposing of chemicals.
- wearing protective gloves when using cleaning products or when changing nappies or soiled clothing.

Staff remain vigilant when using any substances and follow safe handling procedures.