

HEALTH AND SAFETY

PRINCIPLE

We aim to provide a healthy, safe and friendly environment for children, staff, parents, carers and professionals visiting our nursery.

STATEMENT OF INTENT

Primrose Hill believes:

- Children have the right to be cared for, and staff have the right to work in a safe environment
- Staff have a duty of care to the children in their rooms
- Staff have a duty of care to their employers to take care of the workplace in which they work and the materials/resources in it
- Staff have a duty of care to their colleagues
- Parents, carers and professionals visiting the unit have a duty of care to us

PROCEDURES

Staff Health and Safety

We agree to provide a workplace environment that is so far as is reasonably practicable, safe without risk to health and adequate about facilities and arrangements for the employee's welfare at work such as:

- Facilities to rest and eat meals
- Adequate breaks over and above minimum legislative requirements
- Adequate toilet facilities
- Arrangements for smokers
- Adequate employee liability insurance
- First Aid
- Designated co-ordinator who is responsible for all Health and Safety

- All accidents should be reported to the manager
- The building complies with all fire regulations and firefighting equipment is checked regularly by the correct authorities

Employees have a duty of care to us in terms of:

- Taking care of their own health and safety
- Taking care of their colleague's health and safety, refraining from practical jokes, bullying or harassment always
- Reporting any items of risk in the workplace to the manager

Childcare Facilities

The staff will ensure that all facilities are maintained in a condition that is far as is practicable without risk to the safety of the child by adhering to the following code of practice.

- The manager will be responsible for updating and reviewing all risk assessments in line with the minimum standards
- All staff are responsible for ensuring full nursery checks are completed daily.
- Equipment will be checked regularly and any broken or torn items given to the manager for disposal. The manager should keep a record of this
- Electrical points, wires and leads will be adequately guarded
- All doors and access points will be locked
- Fire exits will be kept clear
- Fire drills will be held in accordance with the fire evacuation policy
- All dangerous materials will be recorded in accordance with the COSHH policy
- Spills will be dealt with promptly
- All units will be kept tidy
- Outside areas will be checked for danger before use
- Staff will wash their hands at regular points throughout the day



**Primrose Hill Daycare
& Nursery School**
FREEDOM TO FLOURISH

primrosehilldaynursery.org
3A Lisglass Road, Ballyclare, BT39 9NP
Tel: 02893 342191
Email: info@primrosehilldaynursery.org
www.primrosehilldaynursery.org

- Children will also be encouraged to wash their hands after toileting, before and after snack and after play in soil or sand
- Children will not brush their teeth in Primrose Hill to avoid cross contamination of brushes

*** In accordance with early dental health guidelines from community dental team children should only brush their teeth twice daily.**

Parents, carers and visitors have a responsibility to:

- Report any concerns they have about safety
- Reporting any accidents, they may have incurred in the setting
- Reporting any matter pertaining to health and safety regarding their child which we need to know about to provide a high standard of care
- Follow any relevant advice within Primrose Hill