



safety checks

Safety checks must be carried out on a daily basis on the premises, indoors and outdoors, and all equipment and resources before the children access any of the areas and recorded to show any issues and solutions.

All staff should be constantly aware of the nursery environment and monitor safety at all times.

Risk assessments

The nursery carries out written risk assessments at least annually. These are regularly reviewed and cover potential risks to children, staff and visitors at the nursery. When circumstances change in the nursery, e.g. a significant piece of equipment is introduced; we review our current risk assessment or conduct a new risk assessment dependent on the nature of this change.

All staff are trained in the risk assessment process to ensure understanding and compliance.

All outings away from the nursery are individually risk assessed. For more details refer to the visits and outings policy.

Risk assessments document the hazard, who could be harmed, existing controls, the seriousness of the risk/injury, any further action needed to control the risk, who is responsible for what action, when/how often will the action be undertaken, and how will this be monitored and checked and by whom?

Please refer to the Health and Safety Executive's 'Five Steps to Risk Assessment' located in the office for further support with the risk assessment process.



Electrical equipment

<i>Who checks</i>	<i>How often</i>	<i>Location/Tel. no.</i>
<i>Noah's Ark owners</i>	<i>Every year</i>	<i>The village hall</i>

- *All electrical cables are kept out of the reach of children wherever possible and shielded by furniture where they need to be at floor level*
- *Electrical sockets are all risk assessed and appropriate safety measures are in place to ensure the safety of the children.*

Mains information

Locations of:

- *Water stop tap: in the accessible toilet*
- *Gas point: in the parish store cupboard*
- *Fuse box: in the parish store cupboard*
- *Main electricity box: in the parish cupboard*

Dangerous substances

All dangerous substances including chemicals MUST be kept in locked areas out of children's reach. All substances must be kept in their original containers with their original labels attached. Safety Data Sheets (Control of Substances Hazardous to Health (COSHH)) and risk assessments must be kept for all substances and the appropriate personal protection taken e.g. gloves and apron.

Transport and outings

The arrangements for transporting and the supervision of children when away from the nursery needs to be carefully planned. The nursery has a comprehensive documented policy relating to outings, which incorporates all aspects of health and safety procedures.



Room temperatures

- *Staff should be aware of room temperatures in the nursery and should ensure that they are suitable at all times and recorded on the appropriate sheet. There is a thermometer in each room to ensure this is monitored*
- *Staff must always be aware of the dangers of babies and young children being too warm or too cold*
- *Temperatures should not fall below 18°C in the baby rooms and 16°C in all other areas*
- *Where fans are being used to cool rooms, great care must be taken with regard to their positioning.*

Water supplies

- *A fresh drinking supply is available and accessible to all children, staff and visitors*
- *All hot water taps accessible to children are thermostatically controlled to ensure that the temperature of the water does not exceed 40°C.*

Gas appliances

- *All gas appliances are checked annually by a registered Gas Safety Register engineer*
- *Carbon monoxide detectors are fitted.*

Internal use only

This policy was adopted on	Signed on behalf of the nursery	Date disseminated to staff	Date for review
November 2 nd 2014			September 2015