Health & Safety Policy (2025–2026)

Health and Safety Policy

1. Purpose

The purpose of this policy is to ensure the health, safety, and welfare of all children, staff, parents/carers, and visitors at **Little Wonders Nursery**.
Our goal is to provide a safe, secure, and healthy environment that supports children's wellbeing and development, while ensuring compliance with all relevant health and safety legislation, including:

- The Health and Safety at Work Act 1974
- The Management of Health and Safety at Work Regulations 1999
- The Early Years Foundation Stage (EYFS) Statutory Framework
- The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013
- Control of Substances Hazardous to Health (COSHH) Regulations 2002

2. Scope

This policy applies to:

- All staff members and volunteers
- All children attending the nursery
- Parents, carers, visitors, and contractors on the premises

3. Responsibilities

Nursery Manager

- Has overall responsibility for health and safety across the setting.
- Ensures that all staff receive up-to-date health and safety training, including fire safety, first aid, infection control, and safeguarding.
- Maintains accurate records of accidents, incidents, and risk assessments.
- Reviews this policy annually or following any significant incident or change in legislation.

Deputy Manager / Designated Health and Safety Officer

- Supports the Nursery Manager in implementing and monitoring health and safety measures.
- Conducts regular safety checks and ensures corrective action is taken promptly.
- Acts as the point of contact for staff regarding health and safety concerns.

Staff

- Must take reasonable care of their own health and safety and that of others.
- Follow all safety procedures and report any hazards, accidents, or near misses immediately.
- Ensure children are always appropriately supervised and that ratios are maintained.
- Promote safe behaviours and teach children age-appropriate safety practices.

Children

- Encouraged and supported to develop an understanding of personal safety.
- Involved in learning activities that promote hygiene, self-care, and awareness of their environment.

4. General Health and Safety Guidelines

Safety Equipment

- The nursery is equipped with appropriate and regularly maintained safety equipment, including fire extinguishers, smoke detectors, carbon monoxide alarms, first aid kits, and safety gates.
- Equipment and toys are checked routinely for wear or damage and replaced as necessary.

Hygiene and Infection Control

- High standards of hygiene are maintained at all times in line with UKHSA (UK Health Security Agency) guidance.
- Toys, resources, and frequently touched surfaces are cleaned and sanitised daily.
- Staff follow the nursery's Infection Control Policy, including handwashing and exclusion periods for illness.

- Food safety standards are followed in accordance with the Food Standards Agency guidelines.

Supervision and Environment

- Children are supervised at all times, indoors and outdoors.
- Rooms, play areas, and outdoor spaces are arranged to minimise risks and ensure visibility.
- Outings follow a separate written risk assessment and have appropriate ratios and emergency contact arrangements.

Fire Safety

- Fire drills are held at least once per term and recorded.
- Evacuation routes are clearly marked and kept unobstructed.

First Aid

- All staff members within the staff-child ratio have obtained a full Paediatric First Aid certificate within 3 months of starting work and renew their certification every 3 years.
- A member of staff with a valid PFA certificate is present whenever children are eating.
- Accidents are recorded in the accident book and reported to parents/carers on the same day.
- Serious incidents or injuries are reported under RIDDOR as required.

5. Risk Assessment

- Formal risk assessments are carried out **daily** and **termly**, as well as whenever new activities, equipment, or environmental changes occur.
- All staff are expected to contribute to identifying and reducing risks.
- Risk assessments cover indoor and outdoor play areas, equipment, hygiene, fire safety, trips, and individual children's medical needs.
- Records are reviewed regularly, and control measures are updated as needed.

6. Monitoring and Review

- The Nursery Manager will review this policy annually, or sooner if required by changes in legislation or incidents.
- Staff feedback and inspection outcomes will inform continuous improvement of health and safety practices.