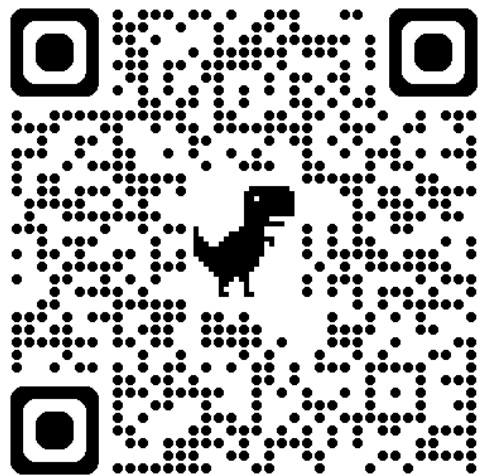




Health and safety policy booklet



Sticky Fingers aspires to provide a safe, fun and welcoming environment for everyone. We offer children experiences to support their development. Empowering them to reach their full potential



Sticky Fingers Pre-School
Newlands
% Newlands Primary School
Windermere Avenue
Millbrook
SO16-9QX
023 80764499
07442379780

Sticky Fingers Pre-School
Redbridge
% Redbridge Primary school
Studland Road
Millbrook
SO16-9BB
02380 764717
07726772381

Sticky Fingers Pre-school
Tanners Brook
% Regents Park Community
centre
Elmes Drive
Millbrook
SO15-4PF
07871880785

Sticky Fingers Pre-school
Spring road
% 14th Itchen Scout hut
Spring road
Sholing
Southampton
SO19-2NZ

<https://www.facebook.com/stickyfingerspreschool>
info@stickyfingersps.co.uk

01 Health and Safety Policy

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01. Health and safety policy

Alongside associated in policies, procedures and risk assessments 01.01-01.01za

Designated Health and Safety officers are:

SF Newlands	SF Redbridge	SF Tanners Brook	SF Spring road
Katrina	Abby/Stacey	Carly	Paula

Aim

Our provision is a suitable, clean and safe place for children to be cared for, where they can grow and learn. We meet all statutory requirements for health and safety and fulfil the criteria for meeting the Early Years Foundation Stage Safeguarding and Welfare Requirements.

Objectives

- We recognise that we have a corporate responsibility and duty of care towards those who work in and receive a service from our provision. Individual staff and service users also have responsibility for ensuring their own safety as well as that of others. Adherence to policies and procedures and risk assessment is the key means through which this is achieved.
- All staff undertake health and safety training and regularly update their knowledge and understanding.
- We display the necessary health and safety posters.
- Insurance is in place (including public liability) and an up-to-date certificate is always displayed.
- A risk assessment is carried out to control associated risks and the procedure is modified according to needs identified for the specific environment.
- Risk assessments are monitored and reviewed by those responsible for health and safety.

Legal references

Health and Safety at Work etc Act 1974
Health and Safety (Consultation with Employees) Regulations 1996

Management of Health and Safety at Work Regulations (1999)
Regulatory Reform (Fire Safety) Order 2005
Electricity at Work Regulations (1989)
Regulation (EC) No 853/2004 of the European Parliament and of the Council on the hygiene of foodstuffs
Manual Handling Operations Regulations (1992) (Amended 2002)
Medicines Act (1968)
Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) (Amendment) Regulations 2012
Control of Substances Hazardous to Health (COSHH) Regulations 2004
Health and Safety (First Aid) Regulations 1981
Childcare Act 2006

Further guidance

[Dynamic Risk Management in the Early Years](#) (Alliance 2017)
Health and Safety Executive www.hse.gov.uk/risk
Food Standards Agency www.food.gov.uk
Ministry of Housing, Communities & Local Government www.communities.gov.uk

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01 Health and Safety Policy

01.01 Risk Assessment

Risk assessments are carried out to ensure the safety of children, staff, parents and visitors. Legislation requires all individuals in the workplace to be responsible for the health and safety of premises, equipment and working practices. We have a 'corporate responsibility' towards a 'duty of care' for those who work in and receive a service from our provision. Individuals also have responsibility for ensuring their own and others safety.

Risk assessment means: *Taking note of aspects of your workplace and activities that could cause harm, either to yourself or to others, and deciding what needs to be done to prevent that harm, making sure this is adhered to and is updated when necessary.*

The law does not require that all risk be eliminated, but that 'reasonable precaution' is taken. This is particularly important when balancing the need for children to be able to take appropriate risks through physically challenging play. Children need the opportunity to work out what is not safe and what they should do when faced with a risk.

Daily safety sweeps and checks indoors and outdoors

- Safety sweeps are conducted when setting up for the day prior to children arriving, during the day and when closing in the evening. Sometimes a safety sweep will identify a risk that requires a formal risk assessment on form.

Health and safety risk assessments

Health and safety risk assessments inform procedures. Staff and parents should be involved in reviewing risk assessments and procedures, as they are the ones with first-hand knowledge as to whether the control measures are effective and they can give an informed view to help update procedures accordingly.

The Lead Practitioner and Health and Safety officer undertake training and also ensure staff have adequate training in health and safety matters. The Lead Practitioner and Health and Safety Officer also ensures that checks/work to premises are carried out and records are kept.

- Gas safety by a Gas Safe registered gas/heating engineer
- Electricity safety by a qualified electrician
- Fire precautions to check that all fire-fighting equipment and alarms are in working order
- Hot air heating systems/air conditioning systems cleaned and checked regularly
- A Deep clean is carried out in the kitchen at least once a half term

The setting Lead practitioner and Health and Safety Officer ensure that staff members carry out risk assessments that include relevant aspects of fire safety, food safety, in each of the following areas of the premises:

- Entrance and exits
- Outdoor areas
- Sleep areas
- Main kitchen
- Staff room
- Rooms used by others or for other purposes.

The setting's Lead Practitioner and Health and Safety officer ensures staff members carry out risk assessment for off-site activities, such as children's outings (including use of public transport), including:

- home visits
- other duties off-site such as attending meetings, banking etc

The setting's Lead Practitioner and Health and Safety officer ensures staff members carry out risk assessment for work practice including:

- changing babies, and the intimate care of young children and older children
- arrivals and departures
- children with allergies and special dietary needs or preferences
- serving food in group rooms
- cooking activities with children
- supervising outdoor play and indoor/outdoor climbing equipment
- settling young children to sleep
- assessment, use and storage of equipment for disabled children
- visitors to the setting who are bringing equipment or animals as part of children's learning experiences, for example 'fire engines'

- following any incidents involving threats against staff or volunteers
- following any accident or incident involving staff or children

The setting manager liaises with Crime Prevention Officers as appropriate to ensure security arrangements for premises and personnel are appropriate.

- Smoking is not allowed on the premises, both indoors and outdoors. If children use any public space that has been used for smoking, members of staff ensure that there is adequate ventilation to clear the atmosphere. Staff do not smoke in their work clothes and are requested not to smoke within at least one hour of working with children. The use of electronic cigarettes is not allowed on the premises.
- Staff must not be under the influence of alcohol or any other substance which may affect their ability to care for children. If staff are taking medication that they believe may impair them, they seek further medical advice and only work directly with children if that advice is that the medication is unlikely to impair their ability to look after children. The setting manager must be informed.
- Alcohol must not be brought onto the premises for consumption.

Amended November 2024

Manager on behalf of Sticky Fingers Preschool