



Health and Safety Policy

Snuggle Bunnies Childcare (Nursery) is committed to ensuring that all staff carry out the requirements of the Health and Safety and Work Act 1974 and Management of the Health and Safety at Work Act 1999.

To achieve high standards of quality and safety and continually improve health and safety performance Snuggle Bunnies Childcare is committed to implementing all necessary health and safety procedures. The setting play areas and all activities are risk assessed before the children have access to the areas and equipment/resources.

Snuggle Bunnies Childcare Recognises:

- There is a systematic approach to health and safety, based on systematic risk assessment procedures (see risk assessment policy for more information) to minimise injury and ill health to staff and children.

Snuggle Bunnies Childcare is committed to:

- The development of the appropriate setting structure and culture, which supports the concept of risk management by all members of staff.
- Adequately resourcing health and safety measures including planning and implementation of any health and safety requirements.
- All members of the staff team to develop an understanding of health and safety, through training in health and safety requirements and risk assessment operation.
- Continual monitoring and evaluation of health and safety requirements in line with current legislation, including the review of all policies and

practices to ensure that Snuggle Bunnies Childcare continues to improve standards of performance.

Who is Responsible?

It is the responsibility of all members of staff to ensure that the health and safety regulations are adhered to and that the health and safety of the children and other members of staff are not compromised in any way.

It is the responsibility of the childminder to ensure that the health and safety of the setting as a whole remains within legislative requirements and that the health and safety of all setting users, including children, staff and parents/carers is not compromised in any way.

Supervision Requirements

Children are to be always supervised whilst in the setting, Snuggle Bunnies Childcare uses three levels of supervision dependent upon the activities that are taking place:

Constant Supervision:

Being with the children at all times, actively supporting them using a physical presence or playing with them directly. This level of supervision is most often required when the children are playing high-risk games or using equipment or materials that have a high-risk assessment.

General Supervision:

Being in area with the children but not having an active part in their play, being on hand to support if the children require your help or guidance. Being on hand to respond to play cues and be observant of the behaviour of children. This is the most common form of supervision and allows for an overview of the play setting, most used with play activities that have a medium level of risk.

Low Supervision:

Keeping a watchful eye on the children from a distance and making sure that they are playing safely but freely. Keeping an overview of what the children are doing whilst not interfering during their play. This is most used with low risk activities.

Children are required to inform a member of staff if they are leaving the play area for any reason, if the children are playing outdoors or whilst they are on

trips and visits they must be accompanied by a member of staff, even when going to the toilet.

Parents and carers are required to sign their child in and out of the setting before they leave. This is in accordance with health and safety and fire regulations.

Child Protection

All members of staff will receive training in Child Protection & Safeguarding as part of their induction training (see Staff Induction Policy for further information). All members of staff are instructed to adhere to the procedures, especially in regard to disclosures and suspicions of child abuse. (See Child Protection & Safeguarding and Whistle Blowing Policy for further information).

Accidents and Incidents

All members of staff receive first aid training as part of their induction training; in addition, all members of staff are instructed in the correct procedures for dealing with accidents and incidents including completion of documentation. The setting has separate accident and incident folder which are used to document each accident and incident that takes place in the setting. (See Accident and Injury and Incident Policies for further information)

Emergency Procedure

There is a documented Policy and Procedure for fire emergencies/evacuations, which is displayed on the noticeboards in the outbuilding and in the living room noticeboard. All members of staff are trained in the emergency procedure of a fire drill evacuation, which take place every Thursday at 10.30am. (See Fire Drill and Fire Evacuation Policies and Procedures for further information).

Administration of Medications

All administration of medications is strictly controlled and done in accordance with the Administration of Medication Policy and Procedure.

Illnesses

In accordance with Snuggle Bunnies Childcare's registration and booking policy, children will not be admitted into the setting if they are showing signs of an illness or ailment which may be contagious.

Snuggle Bunnies Childcare uses guidance from NHS to determine the exclusion guidance for contagious illnesses.

For more information, visit the link below that includes the latest guidance https://www.publichealth.hscni.net/sites/default/files/Guidance_on_infection_control_in%20schools_poster.pdf

If a child becomes unwell during the session, members of staff will ensure that the child is comfortable but does not pose any risk to the other children in the setting. The member of staff will contact the child's parent/carer and observe the child closely until they are collected.

Risk Assessment of Activities, Trips and Outings

All activities that take place both in and out the setting, on trips/outings have been assessed for risk and hazards before children attend. Controls will be put in place to ensure that any hazards have been minimised. (See Risk Assessment Policy for further information).

Personal Hygiene

All members of staff and children are encouraged to maintain an acceptable level of personal hygiene, and procedures are in place to ensure that standards are met. (See Hand Washing & Personal Hygiene Policies for further information)

Maintenance and Storage of Equipment

Snuggle Bunnies Childcare has a wide variety of equipment and materials that are used by the children in their play and enjoyment at the setting. All equipment is bought with consultation from the children, from approved suppliers and is checked to ensure compliance with the British Safety Standards. All equipment is well maintained and checked on a regular basis to ensure that it follows health and safety measures and the health and safety of the children. Equipment and materials which do pose a hazard, but which have an evidenced benefit on the development of children are used under constant supervision and stored securely after use.

The Premises

The premises that Snuggle Bunnies Childcare operates from are regulated by Ofsted Inspectors. Members of staff check the premises each day to ensure that there are no risks or hazards that would compromise the health and safety of the children, parents and carers or staff. At the end of the session members of staff ensure that the premises are left clean, safe, and tidy.

Safety and Security

Snuggle Bunnies Childcare know that the safety and security of the children, parents/carers and staff are paramount to the running of the setting. Only persons with a legitimate reason for being on the premises have access. Visitors, other than parents and carers collecting their children must pre-arrange their visits and carry identification; all visitors must make themselves known to a member of staff upon entry, stating their name and reason for visiting. Visitors are required to sign themselves in and out of the building and must always be accompanied by a member of staff.

Smoking

Snuggle Bunnies Childcare operates a strict no smoking policy, this means that there is no smoking (see No Smoking Policy):

- On setting premises
- During setting time, including collections from other schools
- During preparation time
- During clear up time
- At staff training days
- At staff meetings
- At any gathering organised by the Snuggle Bunnies Childcare (unless it is a social gathering out of working hours, off the premises and not outside of the premises).

All staff members are entitled to a minimum of a 30-minute break for more than 6 hours of work. If a member of staff wishes to smoke during these times, they are required to leave the premises and the grounds of the setting and remain out of sight of the children.

The no smoking policy also applies to parents, carers, and visitors to the setting; Snuggle Bunnies Childcare believes that this is in the best interests of the children and staff.

Last Updated/Reviewed On:	SIGNITURE
24.5.2020	O. Morgan
26.11.2020	C. Morgan