



EARLY YEARS HEALTH & SAFETY POLICY

Policy Name:	Early Years Health & Safety Policy
Adopted By:	Louise Farrow-Brookes
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1. Policy Overview

Fledgelings is committed to providing a safe, healthy and nurturing environment for all children, staff, parents and visitors.

We recognise our duty of care and responsibilities under the Health and Safety at Work Act 1974, relevant early years legislation and statutory guidance. Our priority is to ensure that every child can learn, play and develop in surroundings that promote wellbeing and protect them from harm.

We will take all reasonable steps to prevent accidents, identify hazards and manage risks effectively, promoting a culture of safety at all times.

2. Policy Statement

This policy outlines the nursery's approach to maintaining a safe and healthy early years environment. It applies to all staff, children, parents, visitors, volunteers and contractors who access the nursery premises or take part in nursery activities.

3. Responsibilities

3.1 Management

- Ensure compliance with all relevant health and safety legislation, with up-to-date information displayed in the staff room.
- Provide appropriate training, resources, supervision and support to staff.
- Review and update the Health and Safety Policy regularly, or sooner where required.

3.2 Staff

- Follow all health and safety procedures.
- Supervise children effectively at all times.
- Report hazards, accidents, incidents or unsafe practice immediately.
- Participate in training, daily checks and risk assessments.

3.3 Visitors and Contractors

- Comply with the setting's health and safety rules.
- Sign in and out online in all nursery buildings.
- Remain supervised while children are present, unless otherwise authorised.

4. Risk Assessment

- Conduct daily checks of indoor and outdoor areas.
- Complete risk assessments for activities, trips, new equipment and any identified hazards.
- Record and review findings regularly.
- Review the main site risk assessments for indoor and outdoor areas annually, or sooner where required.

Example: outdoor climbing equipment is inspected weekly for stability and sharp edges.

5. Safe Environment

- Premises are maintained and inspected regularly.
- Fire exits and evacuation routes are clearly marked and kept unobstructed.
- Electrical equipment is PAT tested and safe.
- Play equipment is age-appropriate and cleaned regularly.
- Security measures include controlled access and visitor logs.

6. Supervision

- Staff-to-child ratios comply with national UK standards.
- Children are always within sight or hearing of a member of staff.
- Procedures for outdoor play, outings and swimming trips are followed rigorously.

7. Accident and Incident Reporting

- All accidents are recorded on the Famly app with details, date, time and witnesses.
- Parents are informed of any incident affecting their child.
- Serious incidents are reported to local authorities or regulatory bodies where required.

8. First Aid

- At least one qualified first aider is present at all times.
- First aid kits are accessible, fully stocked and checked monthly.
- Staff follow clear procedures for administering first aid and contacting emergency services.

Example: minor cuts are cleaned and covered, and parents are notified on collection.

9. Hygiene and Infection Control

- Children and staff wash hands regularly, particularly before eating and after outdoor play.
- Toys, equipment and surfaces are cleaned and disinfected daily.
- Sick children or staff are excluded according to recommended guidelines.
- Food is prepared, stored and served safely.

10. Fire Safety and Emergency Procedures

- Fire risk assessments are conducted annually.
- Evacuation plans are displayed and practised regularly, at least once per term.
- Fire alarms, extinguishers and emergency lighting are checked regularly.

Example: the assembly point is in the playground, away from the building.

11. Staff Training

- All staff receive induction training on health and safety.
- Training is updated regularly, including first aid, safeguarding and food hygiene.
- Staff are encouraged to report concerns and suggest improvements.

12. Specific Policies and Procedures

- Safeguarding and Child Protection: policies are in place to protect children from harm.
- Manual Handling: training is included within staff inductions and refreshed every two years.
- Use of Equipment: toys and resources are age-appropriate and checked regularly.
- Outings and Transport Safety: risk assessments, parental consent and supervision plans are in place.
- Hazardous Substances: cleaning chemicals are stored safely and out of children's reach. Each site has a locked COSHH area.

13. Monitoring and Review

- The Health and Safety Policy is reviewed at least annually or after any significant incident.
- Staff feedback and incident reports inform improvements.
- Records of checks, risk assessments and accidents are maintained and available for inspection for at least three months.

14. Acknowledgement

All staff must read and understand this Health and Safety Policy. Staff are responsible for implementing it and ensuring children’s safety at all times, alongside all other core policies.

15. Review History

Date Approved	Reviewed By
04/12/2025	Louise Farrow-Brookes