

The Oaks Nursery

Health & Safety Policy

To ensure the safety and well being of all who work, visit or attend the nursery, the following procedures are followed:

- Children have a safe and healthy play and learning environment
- The cleanliness and state of repair of the building is maintained
- Dangerous materials and substances are stored safely away from the children
- First aid facilities, and qualified 1st aiders are present in each nursery room
- First aid boxes are located in nursery room, kitchen and office
- We practice and maintain and record effective emergency evacuation procedures
- Detailed reporting, recording and investigation (where necessary) of accidents is undertaken
- Daily health & safety checks of the building and grounds are carried out by senior staff
- All risk assessments are reviewed regularly

All Staff have a responsibility to:

- Check that areas and equipment are safe before commencing activity
- Ensure safe procedures are followed when serving food, or carrying out cleaning duties, and to use protective equipment as required.
- Adults in the setting report any hazards or faulty equipment to Manager or Deputy Manager, or in their absence, the staff representative

Adopted on: July 2009

Signed on behalf of The Oaks Day Nursery

Name: Chris Comper

Job title: Nursery Manager