



Wattisham Airfield Childcare Centre

Safe working environment

Wattisham Airfield Childcare Centre recognises that it has a duty of care to provide an environment and experiences that are safe for all the children. At the same time, it values the learning and development that arise from children experiencing risk and challenge in order to build their self-esteem and gain mastery over their environment. At Wattisham Airfield Childcare Centre, risk assessments are used to facilitate activities taking place, rather than to hinder them.

Regular risk assessments are carried out to ensure hazards are minimised and that children of all ages can explore and investigate in a safe environment. From an early age, children are encouraged to develop their skills they need to keep themselves safe and to become aware of their responsibility for the safety of others.

Procedures

Our risk assessment process covers adults and children and includes:

- checking for and noting hazards and risks indoors and outside, in our premises and for activities;
- assessing the level of risk and who might be affected;
- deciding which areas need attention; and
- Developing an action plan that specifies the action required, the time-scales for action, the person responsible for the action and any funding required.
- Risk assessments are reviewed termly
- Staff complete a daily risk assessment to ensure the rooms and outside areas are safe before the arrival of the children

We follow the guidelines of the Pre-school Learning Alliance risk assessment processes, which are:

- Identification of risk: Where is it and what is it?
- Who is at risk: Childcare staff, children, parents, cooks, cleaners etc?
- Assessment as to the level of risk as high, medium, low. This is both the risk of the likelihood of it happening, as well as the possible impact if it did.
- Control measures to reduce/eliminate risk: What will you need to do, or ensure others will do, in order to reduce that risk?

There are a number of activities within a nursery environment that provide and enhance children's learning and development, many of which have an element associated risk. Whilst considering the benefit of activities provided from the setting we recognise that an assessment of the risk is an important part of effective health and safety management. Risk assessments on children's equipment, activities and play spaces must be carried out to identify any potential risks so that precautionary measures can take place to limit the number of accidents and ill health.

Risk assessments used include child's focused activities, play space, toys, and equipment, visits, allergies and health conditions which must be modified where necessary to ensure that they meet individual aspects of the environment and resources within the setting.

Risk assessment procedures

A senior person is required to carry out the initial risk assessments and any amendments or modifications. Where possible this is to be the health and safety co-ordinator.

When completing a risk assessment:

- If the areas assessed require modification, complete and modify a revised assessment of these activities.
- Record findings and maintain a record of when and by whom the risk assessments have been checked.

- Establish and implement the control measures and further actions required to reduce risk identified in the assessments.
- Inform staff and others of the measures taken and established within the elements of the risk assessments.
- We review assessments and amend when changes occur, either as a result of an incident, introduction of a child with specific need, change of activity or alteration to the premises/layout or equipment.

Care of the working environment

Wattisham Airfield Childcare Centre recognises the contribution of a clean, orderly, well maintained and attractive environment enhances the quality of the care and learning it provides for children. To achieve this, time and effort will be invested in maintaining the quality of the building and the outdoor areas and providing quality resources for the children to use.

There is an expectation that all adults involved with the setting will contribute to this process by maintaining the cleanliness and tidiness of the communal areas of the setting, as well as the specific areas they occupy. They will act as good role models to the children at all times by respecting and caring for the resources and equipment that have been provided in the setting and by ensuring that it is used correctly. Toys and resources will be kept clean by following cleaning procedures and any damaged or broken items will be removed immediately for repair or disposal.

All members of staff are expected to be vigilant and proactive in contributing to the daily maintenance of the setting, by cleaning areas after use, helping children to put resources away tidily, storing spare clothing and shoes in an orderly manner, helping with washing of nursery laundry and keeping toilet areas clean and hygienic..

Legal framework:

- Care of Substance Hazardous to Health (COSHH) Regulations 2002
- Electricity at Work Regulations 1989
- Health & Safety at Work Act 1974
- Health & Safety Regulations 1996
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1985
- Children Act, 1989, 2004, 2006
- Every Child Matters: Change for Children 2004

This policy was adopted at a meeting of _____ name _____ of _____ setting

Held on _____ (date)

Date to be reviewed _____ (date)

Signed on behalf of the management committee _____

Name of signatory _____

Role of signatory (e.g. chair/owner) _____

Review dates:	
Date _____	signed _____

