

Health and Safety – General Policy

At Snowdrop Cottage we provide and maintain safe and healthy working conditions, equipment and systems of work for all our employees and a safe early learning environment in which children learn and are cared for. To develop and promote a strong health and safety culture within the nursery for the benefit of all staff, children and parents, we provide information, training and supervision. We also accept our responsibility for the health and safety of other people who may be affected by our activities.

Legal framework

We follow all relevant legislation and associated guidance relating to health and safety within the nursery including:

- The requirements of the Statutory Framework for the Early Years Foundation Stage (EYFS) 2021.
- The regulations of the Health & Safety at Work etc. Act 1974 and any other relevant legislation such as Control Of Substances Hazardous to Health Regulation (COSHH)
- Any guidance provided by UK Health Security Agency, the local health protection unit, the local authority environmental health department, fire authority or the Health and Safety Executive.

Aims and objectives

The aim of this policy statement is to ensure that all reasonably practical steps are taken to ensure the health, safety and welfare of all persons using the premises. To achieve this we will actively work towards the following objectives:

- Establish and maintain a safe, healthy environment throughout the nursery including outdoor spaces
- Establish and maintain safe working practices amongst staff and children
- Make arrangements for ensuring safety and the minimising of risks to health in connection with the use, handling, storage and transport of hazardous articles and substances
- Ensure the provision of sufficient information, instruction and supervision to enable all people working in or using the nursery to avoid hazards and contribute positively to their own health and safety.
- Maintain a healthy and safe nursery with safe entry and exit routes
- Formulate effective procedures for use in case of fire and other emergencies and for evacuating the nursery premises.
- Maintain a safe working environment for pregnant workers or for workers who have recently given birth, including undertaking appropriate risk assessments
- Maintain a safe environment for those with special educational needs and disabilities and ensure all areas of the nursery are accessible (wherever practicable)
- Encourage all staff, visitors and parents to report any unsafe working practices.

We believe the risks in the nursery environment are low and we will maintain the maximum protection for children, staff and parents. The nursery will:

- Ensures all entrances and exits from the building, including fire exits are clearly identifiable and remain clear at all times
- Ensures that all staff, visitors, parents and children are aware of the fire procedures
- Has the appropriate fire detection and control equipment
- Encourages children to manage risks safely and prohibit running inside the premises unless in designated areas
- Ensures all cleaning materials are placed out of the reach of children and kept in their original containers or containers with complete labelling.
- Follows the EU Food Information for Food Consumers Regulations (EU FIC) by identifying the 14 allergens listed by EU Law that we use as ingredients in any of the dishes we provide to children and ensure that all parents are informed
- Follows the allergies and allergic reactions policy for children who have allergies
- Provides appropriately stocked first aid boxes and check their contents regularly
- Ensures children are supervised at all times
- Ensures no student or volunteer is left unsupervised at any time

Responsibilities

The designated Health and Safety Officers in the nursery are Amy Rodbourne and Laura Jones.

The employer has overall and final responsibility for this policy being carried out at: **Snowdrop Cottage Day Nursery, St Mary Street, Chippenham**

The Senior Management Team will be responsible in her absence.

Health and safety arrangements

- Risk assessments will be conducted on all areas of the nursery, including rooms, activities, outdoor areas, resources and cleaning equipment
- The nursery will adhere to the Control Of Substances Hazardous to Health Regulations (COSHH).
- We have a clear accident and first aid policy to follow in the case of any person in the nursery suffering injury from an accident or incident
- We have a clear fire safety policy and procedure which supports the prevention of fire and the safe evacuation of all persons in the nursery. This is to be shared with all staff, students, parents and visitors to the nursery
- We review accident and incident records to identify any patterns/hazardous areas
- All health and safety matters are reviewed informally on an ongoing basis and formally annually or when something changes.

The policy is kept up to date and reviewed especially when the nursery changes in nature and size. It is revised annually, or as and when required. We therefore welcome any useful comments from members of staff, parents and visitors regarding this policy.

This policy was adopted on	Signed on behalf of the nursery	Date for review
September 2025	<i>L Jones</i>	September 2026