Health & Safety Policy

POLICY STATEMENT

The setting recognises its responsibilities for the health, safety and welfare of staff, children and parents in the setting and works to ensure that its statutory duties are met at all times.
The setting conforms to the following legislation and regulations:

- Health and Safety at Work Act 1974
- Regulatory Reform (Fire Safety) Order 2005
- Smoke-free (Premises and Enforcement) Regulations 2006
- Manual Handling Operations Regulations 1992, amended in 2002
- Control of Substances Hazardous to Health Regulations 2002 (COSHH)
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR)
- Statutory framework for the Early Years Foundation Stage (DfE December 2023, effective September 2025)
- Driving for work is covered under the Using Own Car for Work Policy.

POLICY AIMS

The setting will:

- Prioritise Health and Safety as a basic activity.
- Comply with all legislative standards.
- Create and maintain a safe and healthy environment within settings.
- Work to prevent accidents and setting-related ill-health.
- Ensure problems and hazards are dealt with promptly.
- Appoint and train staff in necessary roles.
- Ensure staff are familiar with the policy.
- Provide adequate training for staff.
- Consult with staff on day-to-day health and safety conditions.
- Provide and maintain safe equipment.
- Implement emergency procedures including evacuation, invacuation and lockdown in the case of fire or other significant incident as detailed in the Major Incident Policy.
- Ensure safe storage, use and disposal of hazardous and chemical substances.
- Ensure appropriate reporting of accidents, diseases and dangerous incidents to external bodies.
- Review setting and individual risk assessments and procedures regularly, with new equipment and after incidents or near misses.
- Enable children to develop an increasing responsibility for their own health and safety.

RESPONSIBILITIES

- The Committee:
  - holds overall responsibility for Health and Safety within the organisation.
- Setting Managers:
  - hold overall responsibility for Health and Safety within their setting.

- All First Aid qualified staff within each setting:
  - have up to date approved full Paediatric First Aid training in line with EYFS requirements;
  - administer First Aid within the setting.
- A named member of First Aid qualified staff:
  - maintains the contents of the First Aid box in accordance with the settings First Aid Policy;
- All staff:
  - understand that Health and Safety is everyone's responsibility
  - co-operate with managers on Health and Safety matters;
  - undertake training as required;
  - take reasonable care of their own health and safety;
  - understand and follow the procedures outlined below;
  - report all health and safety concerns (whether impacted by them or not) to an appropriate person as outlined above.