



Health & Safety Policy

The Nurture Circle Ltd. considers health and safety to be of utmost importance. We comply with The Health and Safety at Work Act 1974 and the Workplace (Health, Safety and Welfare) Regulations 1992 at all times.

The Nurture Circle Ltd. has appropriate insurance cover, including employer's liability insurance and public liability insurance.

Each member of staff follows the Club's Health and Safety policy and is responsible for:

- Maintaining a safe environment
- Taking reasonable care for the health and safety of themselves and others attending the Nature Club
- Reporting all accidents and incidents which have caused injury or damage or may do so in the future
- Undertaking relevant health and safety training when required to do so by the manager.

Any member of staff who disregards safety instructions or recognised safe practices will be subject to disciplinary procedures.

Responsibilities of the registered person

The registered person for the setting holds ultimate responsibility and liability for the safe operation of the Nature Club. The registered person will ensure that:

- They nominate a Health and Safety Officer. The designated health and safety officer is Geri Weeks
- A copy of the current Health and Safety At work poster is included in staff handbooks)
- All staff receive information on health and safety matters, and receive training where necessary
- The Health and Safety policy and procedures are reviewed regularly
- Staff understand and follow health and safety procedures
- Resources are provided to meet the Nature Club's health and safety responsibilities • All accidents, incidents and dangerous occurrences are properly reported and recorded. This includes informing Ofsted, child protection agencies and the Health and Safety Executive under RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995) where appropriate.
- All reported accidents, incidents and dangerous occurrences are reviewed, so that preventative measures can be taken.

Responsibilities of the Forest School Leader

The Nature Club's Forest School Leader is responsible for ensuring that at each session:

- Facilities are clean, well lit, adequately ventilated and maintained at an appropriate temperature
- The facilities are used by and solely available to the Nature Club during operational hours when on a private site, and additional safeguarding and supervision measures are taken on public sites
- All the Club's equipment is safely and securely stored
- A working telephone is available on the premises at all times
- Chemicals and cleaning materials are stored appropriately, and in accordance with COSHH data sheets.
- Daily environment checks are carried out in accordance with our Risk Assessment policy.

Security

Children are not allowed to leave the Nature Club boundaries during the session and boundaries are clearly defined and staff supervision remains high with use of different safety strategies such as 1,2,3, where are you being utilised.

Where members of the public may have access to open spaces they are discouraged from interacting with our groups and our team will manage any interactions effectively and no person other than our team will be left alone with our children

For our Parent & Toddler groups the parents remain responsible for the supervision and safety of their own child

Security procedures will be regularly reviewed by the manager, in consultation with staff and parents.

Toys and equipment

All toys and equipment are kept clean, well maintained and in good repair.

We select toys, equipment and resources with care, and we carry out risk assessments before the children are allowed to use them.

Toys and equipment are checked prior to each session and any broken toys and equipment are disposed of promptly.

We ensure that any flammable equipment is stored safely.

Food and personal hygiene

Our Team at The Nurture Circle Ltd. maintain high standards of personal hygiene and take all practicable steps to prevent and control the spread of infection;

- Our sites are checked for any litter or waste prior to the session and these are removed alongside any removable hazards we identify

- Our facilities are checked prior to each session and we ensure we always have anti-bacterial gel, soap and handwashing facilities available
- Staff are trained in food hygiene and follow appropriate guidelines.
- Waste is disposed of safely and all bins are kept covered or out of direct contact with children.
- We encourage children to wash their hands before handling food or drink and after using the toilet.
- Cuts and abrasions (whether on children or staff) are kept covered.

Dealing with body fluids

Spillages of blood, vomit, urine and faeces will be cleaned up immediately in accordance with our Intimate Care policy.

Staffing levels

Staff ratios and levels of supervision are always appropriate to the number, ages and abilities of the children present, and to the risks associated with the activities being undertaken. Where parents do not attend sessions a minimum of two members of staff are on duty at any time.

Related policies

See also our related policies: Sickness & Illness, Accidents & First Aid, Emergency Evacuation, Healthy Eating, Safeguarding, Administering Medication, Risk Assessment, Manual Handling, Fire, and Intimate Care.

This policy was adopted on	Signed on behalf of the company	Date for review
<i>07/06/2021</i>	<i>Geri Weeks</i>	<i>07/06/2022 or before</i>