



Safety Checks

April 2024

At Elsworth Pre-School we make sure the pre-school is a safe environment for children, parents, staff and visitors by carrying out safety checks on a regular basis in accordance with the timescales set out in the pre-school checklists. These include daily checks of the premises, indoors and outdoors, and all equipment and resources before the children access any of the areas. The checks are recorded to show any issues and solutions.

This policy should be read in conjunction with the Fire Safety, Risk Assessments, Visits and Outings and the equipment and resources policies. All staff should be aware of potential hazards in the pre-school environment and monitor safety at all times.

Risk assessments document the hazard, who could be harmed, existing controls, the seriousness of the risk/injury, any further action needed to control the risk, who is responsible for what action, when/how often will the action be undertaken, and how will this be monitored and checked and by whom.

The pre-school carries out written risk assessments at least annually. These are regularly reviewed and cover potential risks to children, staff and visitors at the setting. When circumstances change in the pre-school, e.g. a significant piece of equipment is introduced; we review our current risk assessment or conduct a new risk assessment dependent on the nature of this change. All staff are trained in the risk assessment process to ensure understanding and compliance.

All electrical cables are kept out of the reach of children, wherever possible, and shielded by furniture where they need to be at floor level and electrical sockets are all risk assessed and any appropriate safety measures are in place to ensure the safety of the children.

Mains information and location

- Water stop tap – under sink.
- Fuse box – Pre-School cloak room.
- Main electricity box – on school premises.

Dangerous substances

All dangerous substances including chemicals MUST be kept in areas out of children's reach. All substances must be kept in their original containers with their original labels attached. Safety Data Sheets (Control of Substances Hazardous to Health (COSHH))



and risk assessments must be kept for all substances and the appropriate personal protection taken and used e.g. gloves, apron, and goggles.

Hot drinks

Hot drinks must only be consumed in the kitchen/office or at the lunch table once cooled and all children are seated at lunch time.

Transport and outings

The pre-school has a comprehensive documented policy relating to outings, which incorporates all aspects of health and safety procedures, including the arrangements for transporting and the supervision of children when away from the pre-school.

Temperatures

Staff should be aware of room temperatures in the pre-school and should ensure that they are always suitable. There is a thermometer to ensure this is monitored. Staff must always be aware of the dangers of young children being too warm or too cold.

Temperatures should not fall below 16oc. Where fans are being used to cool rooms, great care must be taken regarding their positioning. A fresh drinking supply is available and accessible to all children, staff, and visitors. All hot water taps accessible to children are thermostatically controlled to ensure that the temperature of the water does not exceed 40 C.

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| Adopted on: | 19 th April 2024 |
| Adopted by: | Sophie Mills, Interim Pre-School Manager Hannah Holland, Chair of Trustees |
| Next Review Date: | 19 th April 2025 |