

**Health and Safety Policy & Procedure**

**General Safety.**

The Health and Safety of your child is very important to me these are some of the procedures that I have to support this:

* All unused electrical sockets which are accessible to young children have appropriate safety covers fitted.
* All toys are checked and cleaned regularly to ensure they are safe to use.
* Cleaning products and materials are kept in a cupboard with a childproof lock or out of reach of small children.
* Medicines are kept out of reach of small children.
* I use appropriate car seats for the age and size of each child.
* My car has an MOT when required, and has appropriate insurance for business use.
* Safety gates are fitted to the Stairs.
* I use safety equipment appropriate for the children in my care, for example cupboard locks, stair gates.
* The porch door can be locked if required.
* I have an emergency plan, including a house evacuation plan.
* I keep my kitchen very clean, following hygiene guidelines on the storage of food, e.g. keeping the fridge at the correct temperature.
* Waste bins are emptied regularly.
* I encourage good hygiene skills with the children and myself, for example washing hands after going to the toilet, before touching food and after touching animals.
* I teach children safety skills, such as how to cross the road safely.
* I encourage the children to make healthy food choices and to take physical exercise.
* I have a fire blanket and smoke detectors which are routinely tested to be in working order.
* I remove any toys or equipment found to be faulty from areas where children can access.
* Any toys or equipment which are beyond repair are disposed of at the earliest opportunity.
* I manage accidents to children in accordance with my Accident & Emergency Policy & Procedure.

**Risk Assessments.**

I identify potential hazards through undertaking risk assessments for all areas where children in my care will be allowed access. These will be reviewed each time I accept a new child into my care to take into account any specific issues relating to that child. I also undertake an observational risk assessment each morning before the children arrive.

Where necessary, I shall conduct ad hoc risk assessments relating to either specific activities or locations.

**Sun Safety.**

Parents will be required to complete and sign a Sun Protection Cream Permission Form prior to me applying sun cream to their child. Children of parents who decline to sign the permission form will not be allowed to participate in outdoor play.

I will apply the following rules to children in my care when playing outdoors:

* Apply sun cream before play commences and re-apply in accordance with product’s instructions.
* Encourage children to wear a hat
* Keep babies under 6 months out of direct sunlight at all times
* Encourage children to drink at frequent intervals

**Smoking.**

I have a No Smoking Policy.