



*Jesus said, 'Let the little children come to me.'*

*At Little Fishes we aim to share God's love with the children and nurture a sense of kindness, love and respect, enabling them to flourish in life.*

## **8.1 Health and safety general standards**

Little Fishes Pre-School follows the St. Peter's School Health and Safety Policy.

Below are details specific to Little Fishes.

### **Policy statement**

Little Fishes Pre-School believe that the health and safety of children is of paramount importance. We endeavour to make our setting a safe and healthy place for children, parents, staff, volunteers and visitors.

- We aim to make children, parents, staff, volunteers and visitors aware of health and safety issues and to minimise the hazards and risks to enable the children to thrive in a healthy and safe environment.
- Our members of staff responsible for health and safety are:  
The Pre-School Leader and St Peters Site Manager.

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- They are competent to carry out these responsibilities.
- They have undertaken health and safety training and update regularly.
- The health and safety poster is displayed in the staff room.

### *Insurance cover*

Little Fishes Pre-School have public liability insurance and employers' liability insurance. The certificate for employer's liability insurance is displayed in:

**The School Office – Reception area**

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## **Procedures**

### *H&S Awareness*

- All new staff and volunteers are given induction training that includes a clear explanation of health and safety issues, so that all adults understand their shared responsibility for health and safety. The induction training covers matters of Safeguarding, employee well-being, including manual handling, working at height and COSHH.
- We keep records of these induction training sessions and new staff and volunteers are asked to sign the records to confirm that they have taken part.
- We explain health and safety issues to the parents of new children, so that they understand the part played by these issues in the daily life of the setting.
- We operate a no-smoking policy.
- We make children aware of health and safety issues through discussions, planned activities and routines.

### *Glazing*

- All window glass is made from materials that prevent accidental breakage or minimise damage.
- All blind cords have been removed so they do not pose a strangulation risk for young children.

### *Doors*

- All doors are fitted with finger traps.

### *Cleaning*

- Little Fishes is cleaned daily by contract cleaners, managed by the school.
- All our floor surfaces are checked daily to ensure they are clean and not uneven, wet or damaged. Any wet spills are mopped up immediately.
- Walkways are left clear and uncluttered.

### *Electrical/gas equipment*

- All electrical/gas equipment conforms to safety requirements and is checked regularly by the school.
- Our boiler/electrical switch gear/meter cupboard is not accessible to the children.
- Storage heaters are monitored and kept uncovered.

- All electrical devices are switched off from the plug after use.
- The school ensures that the temperature of hot water is controlled to prevent scalds.
- Lighting and ventilation is adequate in all areas of our setting, including storage areas.

#### *Storage*

- All our resources and materials, which are used by the children, are stored safely.
- All our equipment and resources are stored or stacked safely to prevent them accidentally falling or collapsing.

#### *Outdoor area*

- Our outdoor area is securely fenced. All gates and fences are childproof and safe.
- Our outdoor area is checked for safety and cleared of rubbish, animal droppings and any other unsafe items before it is used.
- Adults and children are alerted to the dangers of potentially poisonous plants.
- We do not currently have a pool or pond.
- Receptacles are upturned to prevent collection of rainwater. Where water can form a pool on equipment, it is emptied and cleaned before children start playing outside.
- Our outdoor sand pit is covered when not in use and the sand is checked/replaced regularly.
- We check that children are suitably attired for the weather conditions and type of outdoor activities; ensuring that sun cream is applied and hats are worn during the summer months. Parents supply and give consent.
- We supervise outdoor activities at all times; and particularly children on climbing equipment.

#### *Hygiene*

- Our daily routines encourage the children to learn about personal hygiene.
- We have a daily cleaning routine for the setting, which includes the play room(s), kitchen, rest area, toilets and nappy changing areas. Children do not have unsupervised access to the food prep area.
- We have a schedule for cleaning resources and equipment, dressing-up clothes and furnishings.

- Standards are heightened in the toilet area, including hand washing and drying facilities and disposal facilities for nappies.
- We implement good hygiene practices by:
  - cleaning tables between activities;
  - cleaning and checking toilets regularly;
  - wearing protective clothing/PPE such as aprons and disposable gloves - as appropriate;
  - Issuing sets of clean clothes as supplied by parents.
  - Providing tissues and wipes.

#### *Activities, resources and repairs*

- All new equipment and resources are checked to ensure that they are age appropriate.
- The layout of our play equipment allows adults and children to move safely and freely between activities.
- All our equipment is regularly checked for cleanliness and safety, and any dangerous items are repaired or disposed of.
- All our materials, including paint and glue, are non-toxic.
- Physical play is constantly supervised.
- Staff check children who are sleeping at regular intervals of at least every ten minutes. This is recorded with the times checked and the initials of the person undertaking the check. We ring the parents when the child falls asleep.
- If children fall asleep in-situ, it may be necessary to move or wake them to make sure they are comfortable.
- Children learn about health, safety and personal hygiene through the activities we provide and the routines we follow.
- Any faulty equipment is removed from use and is repaired. If it cannot be repaired it is disposed of. Large pieces of equipment are only disposed of with the consent of the Pre-School Leader.

#### *Jewellery and accessories*

- Our staff are not permitted to wear jewellery or fashion accessories, such as belts or high heels that may pose a danger to children.
- Parents must ensure that any jewellery worn by children poses no danger; particularly earrings which may get pulled, bracelets which can get caught when climbing or necklaces that may pose a risk of strangulation.

- We ensure that hair accessories are removed when children sleep or rest.

#### *Control of substances hazardous to health*

- All staff are trained and follow the current guidelines of the *Control of Substances Hazardous to Health Regulations (COSHH)*.
- Hazardous substances are stored safely away from the children.
- All chemicals used have a safety data sheet and risk assessment in line with school policy.
- St Peters is a bleach free school to minimise the risk of an accident.
- Environmental factors are taken into account when purchasing, using and disposing of chemicals.
- All members of staff are vigilant and use chemicals safely.
- Members of staff wear protective gloves when using cleaning chemicals.

#### **Legal framework**

- Health and Safety at Work Act (1974)
- Management of Health and Safety at Work Regulations (1999)
- Electricity at Work Regulations (1989)
- Control of Substances Hazardous to Health Regulations (COSHH) (2002)
- Manual Handling Operations Regulations (1992 (As Amended 2004))
- Health and Safety (Display Screen Equipment) Regulations (1992)

#### **Further guidance**

- Health and Safety Law: What You Need to Know (HSE Revised 2009)
- Health and Safety Regulation...A Short Guide (HSE 2003)
- Electrical Safety and You: A Brief Guide (HSE 2012)
- Working with Substances Hazardous to Health: What You Need to Know About COSHH (HSE Revised 2009)
- Getting to Grips with Manual Handling - Frequently Asked Questions: A Short Guide (HSE 2011)

This policy was adopted by Little Fishes Pre-School *(name of provider)*

On 18/7/25 *(date)*

Date to be reviewed

July 2026 (date)

Signed on behalf of the provider



Name of signatory

Tim Wootton-Beard

Role of signatory (e.g. chair, director or owner)

School Governor