

### Principle

We aim to provide a healthy, safe and friendly environment, for children, staff, parents, carers and professionals visiting our clubs.

### Statement of intent

Pavilion Breakfast and After School Clubs believe that

- Children and staff have the right to be cared for, and the right to work in a safe environment.
- Staff have a duty of care to the children attending clubs.
- Staff have a duty of care to their employers to take care of the workplace in which they work and the materials/resources in it.
- Staff have a duty of care to their colleagues.
- Parents/Carers and professionals visiting the clubs have a duty of care to us.

### Staff health & safety

Pavilion Clubs agrees to provide a workplace environment that is so far as is reasonably practicable, safe without risk to health and adequate as regards facilities and arrangements for the employees welfare at work.

### Childcare Facilities

The staff will ensure that all facilities are maintained in a condition that is as far as is practicable, without risk to the safety of the child by adhering to the following code of practice:-

- Equipment will be checked regularly and any broken or torn items given to the play coordinator for disposal. The manager should keep a written record of this.
- Electrical points, wires & leads will be adequately guarded.

- All doors and access points will be locked.
- Fire exits will be kept clear.
- Fire drills will be held in accordance with the fire evacuation policy.
- All dangerous materials will be recorded in accordance with the COSHH policy.
- Spills will be dealt with promptly.
- All areas will be kept tidy.
- Outside areas will be checked for dangers before use.
- Staff will wash their hands at regular points throughout the day.
- Children will also be encouraged to wash their hands after toileting, before and after snack, and after play in soil or sand.

Parents/carers & visitors

Have a responsibility to

- Report any concerns they have about safety.
- Report any accidents they may have incurred in the setting.
- Report any matter pertaining to health and safety of a child which we need to know about

This policy was adopted in October 2021

It will be reviewed annually or as required.

Last updated: 10.11.22

Signed on behalf of the committee: .....

Signed by Club Manager: .....