

2:10 HEALTH AND SAFETY POLICY

Updated December 2016

RATIONALE

To ensure that everybody in the centre is kept safe from harm.

PURPOSE

To ensure there are systems in place which promotes the health, safety and well being of all children, staff & visitors of Let's Grow.

First Aid and General Health and Safety:

1. First aid kits are checked every termly by the designated health & safety officer.
2. Daily health & safety OSH forms are completed in each room.
3. Sandpits are inspected and raked as needed each day before use.
4. Water play is supervised at all times and is emptied when supervised play has finished.

INJURY PREVENTION

Let's Grow Early Learning Centre is committed to the protection of adults and children from accidental harm. We will do this by:

1. Providing a safe work environment, safe equipment and proper materials.
2. Establishing and monitoring safe methods and practices at all times.
3. Ensuring teachers, parents and children understand and accept their responsibility to promote a safe and healthy place of work.

Injury Prevention Strategies

- All doors to adult only areas will be closed at all times to ensure children do not have access to these areas.
- Children will remain seated while eating and be supervised by a staff member.
- Staff will be conscious of the potential danger of things such as water spills, toys in traffic ways, etc.
- Hot drinks to be put out of reach of children, ie:

Toddler and preschool rooms through the window on the kitchen bench

Baby room at the back of the kitchenette bench.

- Children may not climb gates, sit on tables, or jump off furniture and chairs.

- All chemicals will be stored in marked containers and be kept out of the reach of children at all times. This will include cleaning agents.
- Staff will wear gloves at all times when blood is present, and during nappy changing procedures.
- All staff that are counted as a 'person responsible' must hold a current first aid certificate and attend refresher courses every 2 years. These courses will be paid by the centre.