



Safety and suitability of premises, environment and equipment: Safety

Providers must take reasonable steps to ensure the safety of children, staff and others on the premises

Staff personal safety including home visits Policy statement

This setting believes that the health and safety of all staff is of paramount importance and that all staff have the right to work in a safe environment. We support safe working both on and off the premises, acknowledging the needs and diversity of children and their family.

Procedures

General

- All staff in the building early in the morning, or late in the evening, ensure doors and windows are locked.
- Where possible, at least the first two members of staff to arrive in the building arrive together, and the last two members of staff in the building leave together.
- Visitors will NOT be allowed access until further notice, to eliminate any spread of infection.
- Minimal petty cash is kept on the premises.
- When using the bank, members of staff are aware of personal safety. Managers have carried out a risk assessment and developed an agreed procedure appropriate to the setting, staff and location at this unprecedented time.
- Managers have good liaison with local police and ask for advice on safe practice where there are issues or concerns.
- Staff will change nappies and assist toileting wearing PPE equipment, such as face masks, visors, gloves and aprons. They will dispose of the nappy in a nappy sack and place in the bin outside, they will change their apron and gloves after every nappy change or toileting support.
- Staff will be encouraged to wear a face mask or visor when opening the door at arrival and departure times, to minimise close contact spread.
- We will encourage, as much as possible, the children to stay a safe distance away from others. Although we want to make parents aware that this isn't always going to be possible.
- Sun cream MUST be applied before the children come into preschool, staff will not re-apply to limit the contact as much as possible.

Home visits

Where staff members conduct home visits, this is done at the manager's discretion and the following health and safety considerations apply:

- Prior to a home visit the key person and manager undertake a risk assessment that is specific to the visit being undertaken.

- We will for the time being halt home visits. Establishing a connection with the new child and to seek to find the child's likes and dislikes before starting Preschool through setting visit with parent.