



# Health, Safety, Welfare and Hygiene Policy

Reviewed date: January 2024

Bidborough Village Nursery School commits to upholding the highest standards of health, safety, welfare, and hygiene, following the Health and Safety at Work Act 1974 and the Management of Health and Safety at Work Act 1999. Our objective is continuous improvement in health and safety performance through diligent implementation of necessary procedures.

## General Responsibilities

- **Staff Obligations:** All staff members are required to adhere to health and safety regulations, ensuring their actions do not compromise the well-being of children, colleagues, or themselves.
- **Managerial Duties:** The Manager is tasked with maintaining the setting's compliance with health and safety legislation and safeguarding the welfare of all setting users, including children, staff, parents, and carers.

## Staff Medication and Substance Use

- **Substance Influence:** Staff must not be under the influence of alcohol or substances that may impair caregiving capabilities.
- **Medication Declaration:** Staff are required to complete a declaration form about any medication or substance use that might affect their job performance.
- **Medication Storage:** Staff medications must be securely stored, out of children's reach.

## Safety Measures

- **Policy Familiarity:** Staff must be familiar with and adhere to the nursery's comprehensive Health and Safety policy.
- **Protective Gear Use:** Gloves and aprons provided must be used as necessary to meet health and safety responsibilities.

## Care, Learning, and Play

- **Development Support:** Staff are to support the emotional, physical, social, and intellectual development of children, following guidelines that promote positive communication, respect, trust, and a safe, stimulating environment.
- **Parental Engagement:** Staff should foster positive relationships with parents/guardians, providing updates on their child's nursery experience.

## Managing Illness

- **Immediate Care:** If a child becomes ill, staff should ensure the child's comfort and contact the parents/guardians for pickup.
- **Infection Control:** Measures should be in place to prevent infection spread, including isolating the sick child and following proper hygiene practices.

## Emergency Situations

- **Emergency Services:** In emergencies requiring an ambulance, staff should promptly call 999 and inform the child's parents/guardians of the situation.
- **Hospital Accompaniment:** A staff member must accompany the child to the hospital, carrying the child's information form for reference.

## Reporting and Notification

- **Regulatory Notification:** Serious incidents, illnesses, injuries, or notifiable diseases must be reported to Ofsted/ISI and the nursery owner, Mrs. Kenarik Esraeilyan, within 14 days of occurrence.

This policy underscores our commitment to maintaining a secure, healthy, and hygienic environment for all children and staff members at Bidborough Village Nursery School. Regular training, reviews, and updates ensure compliance with current health and safety standards.