



- ☐ At Chantry House Nursery, we maintain healthy and safe working conditions and learning environment in a number of ways:
- ☐ Flooring is kept in good condition, there is sufficient lighting, any spillages cleaned up effectively, no leads and cables cause a tripping hazard
- ☐ Daily Risk Assessments to be completed in each classroom and in the garden before use
- ☐ Provide effective information, training and supervision for staff
- ☐ Minimise risks to health, i.e., handling, storage and transportation of any hazardous substances
- ☐ Keep entries, exits and fire exits safe, identifiable and clear
- ☐ Ensure staff, parents, children follow the fire evacuation procedure and provide regular drills
- ☐ Ensure a safe environment for pregnant workers and complete a risk assessment for women who are pregnant or just given birth
- ☐ Report any unsafe practices, equipment or resources to management
- ☐ Control the spread of infections by wearing PPE
- ☐ Regularly check and maintain fire equipment
- ☐ Cleaning materials and liquids kept out of reach of children
- ☐ Hygiene standards maintained when cooking and serving food
- ☐ Follow allergies policy, ensure unsafe food isn't on the premises, maintaining our 'No Nut' policy
- ☐ First aid boxes regularly checked and stocked
- ☐ All staff must be first aid trained
- ☐ Children, students and volunteers are supervised at all times
- ☐ Complete a risk assessment before outings
- ☐ Basic care needs are met by providing clean changing facilities, accessible toilets and fresh drinking water- ensuring safety from legionella by not drinking stagnant water
- ☐ No running permitted indoors for safety reasons
- ☐ Review accidents on care diaries checking for patterns or hazards
- ☐ Health & Safety matters reviewed regularly (formally every 6 months)

Health & Safety in the Office

An employee can follow steps to prevent health problems by:

- ☐ Sitting comfortably, at the correct height with forearms parallel to surface of desktop and eyes level with top of screen
- ☐ Maintaining good posture
- ☐ Avoiding repetitive movements
- ☐ Changing positions regularly

- ☐ Keeping wrists straight when using mouse and keyboard, not using excessive force
- ☐ Avoiding glare and reflections on screen
- ☐ Adjusting screen controls to avoid eye strain
- ☐ Keeping screen clear
- ☐ Taking breaks away from work station

Seating and posture

- ☐ Good lumbar support
- ☐ Seat height and back of chair to be adjustable
- ☐ No excessive pressure under the thighs or back of knees
- ☐ Foot support if needed
- ☐ Keep space under desk for postural change
- ☐ Keep forearms horizontal
- ☐ Minimise flexing, straining or extending wrists
- ☐ Comfortable head position to screen

Related Legislations: Statutory Framework of Early Years Foundation Stage, Health & Safety at Work 1974, COSHH, RIDDOR

Related Policies: Adverse Weather, Safeguarding, Allergies, Infection Control, Critical Incidents, Fire Safety and Emergencies, Outdoor Play, Outings, Safe Sleep, Sun Care, Lone Working

This policy was adopted on	Signed on behalf of the nursery	Date for review
01/05/2025	Donna Thompson	01/05/2025