



# Abbey Wood Grange Day Nursery

## Safety - Policy and Practice

At Abbey Wood Grange the safety of young children is of paramount importance. In order to ensure the safety of both children and adults, the Nursery will ensure that:

- All children are supervised by adults at all times and will always be within sight of an adult.
- A accident/incident form is available at each session for the reporting of any accidents or incidents.
- Regular safety monitoring will include checking of the accident and incident record.
- All adults are aware of the system(s) in operation for children's arrivals and departures and an adult will be at the door during these periods.
- Children will leave the group only with authorised adults.
- Safety checks on premises, both outdoors and indoors, are made regularly.
- If the main entrance has to be locked, there is a key close by at adults' level.
- Outdoor space is securely fenced.
- Gardens are checked regularly for hazardous materials and animal excrement.
- Equipment is checked regularly and any dangerous items repaired or discarded.
- The layout and space ratios allow children and adults to move safely and freely between activities.
- Fire doors are never obstructed.
- Fires-heaters/electric points/wires and leads are adequately guarded.
- All dangerous materials, including medicines and cleaning materials, are stored out of reach of children.
- Children do not have access to kitchens, cookers or any cupboards storing hazardous materials.
- Adults do not walk about with hot drinks or place hot drinks within reach of children.
- Fire drills are held regularly.
- A register of both staff and children is completed as people arrive so

that a complete record of all those present is available in any emergency.

- A correctly stocked first aid box is available at all times.
- Fire extinguishers are checked annually and staff know how to use them.
- Large equipment is erected with care and checked regularly.
- Activities such as cooking, and energetic play receive close and constant supervision.
- On outings the appropriate ratios are maintained.