

Moneynick Primary School Afterschool Club



Health & Safety Policy

Policy Statement

Moneynick Afterschool Club have a primary responsibility for the care, welfare, health and safety of the children in our care.

“Children have the right to be as healthy as possible, live and play in a safe, healthy unpolluted environment and benefit from preventive health care and education”.

(Article 24 U.N. Convention on the Rights of the Child)

We aim to:

- educate the children in our care in healthy eating through the provision of a healthy snack
- improve on socialisation skills throughout the afternoon
- promote cleanliness by washing hands thoroughly before eating and after use of the toilet
- provide specific dietary needs were required
- provide a safe and stimulating external and internal environment for the children at the club

Outdoors

- All gates to be kept closed at all times
- Parents to use main car park for parking
- Playground to be checked for cleanliness before children's use
- Regular risk assessment to be carried out

Indoors

- The hall will be bright, stimulating and welcoming to children
- Activities will be set out suitable to the needs of the children
- Children will be encouraged to assist with tidy time in order to promote respect for their environment
- Any spillages should be cleaned up immediately in order to prevent accidents
- Safety mats are used when climbing equipment is in use
- Fire drills will be carried out once a month. These will be recorded. Any new staff will be made aware of these procedures.

- First aid facilities are situated in the hall and checked regularly
- All staff should be familiar with the process of dealing with minor cuts and bruises
- All accidents must be recorded in the accident/incident book and signed by the person who witnessed the accident. This will be reported to the child's parent/carer who will also sign the book

Kitchen

- Children will not have unsupervised access to the kitchen
- Surfaces will be cleaned thoroughly in kitchen and hall and floor swept when necessary
- Covered bins will be emptied daily
- Tea towels and dish cloths changed daily
- Any food should be stored in a dry cupboard or fridge and kept covered
- All fruit will be washed before use
- All potentially dangerous products will be stored out of children's reach

Equipment

- Staff will work as a team to ensure child safety and will know all health and safety procedures in Afterschool club
- The staff-child ratio suggested by Social Services will be adhered to

Hygiene

- All staff and children should wash hands before eating and after using the toilet
- Disposable paper towels will be used
- All records kept on children are strictly confidential (see Child Protection Policy)