

STEELSTOWN PRIMARY SCHOOL AND NURSERY UNIT
NURSERY HEALTH AND SAFETY POLICY (NURSERY SPECIFIC)

Rationale

We believe that a healthy child is not just one who is free from illness. A child is growing and developing in body, mind and personality all the time and full health includes achieving optimum potential.

In maintaining a safe, healthy and stimulating environment we aim to promote the health and wellbeing of everyone attending the nursery unit.

Implementation

Health

1. Illness

- Parents are requested to inform the school if their child contracts an infectious condition. They will be advised to consult their GP regarding the child's attendance at school in cases of illness.
- Nursery staff will contact parents/named representative if a child is taken ill at school.
- Any information regarding notifiable diseases will be communicated to the School Medical Service.
- With parental consent, the nursery teacher will support a child who requires medication for chronic/long term conditions eg asthma. Medical guidance may also be necessary. Parents may be requested to come and administer medication for their child. Strong supportive arrangements will be developed with parents to support the implementation of this policy.
- Non-prescription medicines **will not** be administered by nursery staff eg Calpol.

2. Accidents and Emergencies

- First aid will be administered by an appropriate staff member and if further guidance/advice is required the expertise of a qualified first aider (Miss M Mc Cafferty) will be sought.
- All accidents will be dealt with in a sensitive manner, the needs of the child will be considered foremost.
- First Aid box will be correctly stocked and placed in a location made known to all staff.
- All accidents will be recorded and reported according to WELB accident reporting procedures.
- Parents will be informed of all accidents and appropriate action taken.
- If a child needs medical attention, parents will be contacted immediately. If a parent cannot be located, a member of the nursery staff will accompany the child to the GP or A & E department and remain with the child until treatment is completed or until a parent/guardian arrives.

3. Parental Responsibility

- At the beginning of the school year, parents will be asked to complete a questionnaire outlining their child's health and any specific medical conditions/dietary needs/allergies.
- Parents will be asked to give written consent to their child being cleaned and changed in the event of a spillage/toilet accident. They will also be asked to provide a sun hat for their child and apply sun cream prior to arrival in class in the summer term.

SAFETY

1. Security

- Parents will be made aware of arrangements for access to the nursery, especially when arriving and departing to ensure the safety of all children.
- All visitors to the nursery will report to a staff member on arrival.
- Areas where children are not permitted eg stores will be kept locked.
- Cleaner's equipment will be stored in an area children do not have access to.
- Gates leading to outdoor play areas/Nursery paths will be kept closed.

2. Educational Visits

- Written parental consent for all outings will be obtained at the beginning of the school year.
- Staff will ensure an adequate ratio of adults to children on all outings.
- Information regarding the outing will be disseminated orally to all helpers/escorts prior to the trip.
- A risk assessment will be carried out and completed by the nursery teacher.
- Children will be transported in approved vehicles.

3. Fire Safety

- All staff will follow fire safety procedures as laid down in Steelstown Primary and Nursery Unit Emergency Evacuation Procedure.
- All staff/students will be aware of emergency exit – and assembly point – Lower Playground.
- Nursery assistant will be responsible for checking all children have vacated the building – bathroom area, story room, playroom, cloakroom, outdoor area.
- Nursery teacher will lead children to assembly point and carry out head count on arrival and call a roll with class list provided by Secretary.
- Planned evacuation of the building will occur in conjunction with fire drill procedures in the primary school.

4. Control of substances hazardous to health.

- Any spill/leakage of a substance presenting a health hazard will be reported to the principal immediately.
- All cleaning materials which are potential hazards to young children will be kept in the cleaner's store and put out of child's reach.

5. Behaviour Management

- See Positive Behaviour Policy

HEALTH AND SAFETY PROCEDURES

The following procedures will be undertaken by staff to promote health and safety within the nursery:

- Monitor safety of equipment indoors and outdoors, any defects reported to the nursery teacher.

- Outdoor area examined prior to use for potential hazards eg broken glass which will be removed as soon as possible.
- Floors will be kept clear of spills at all times.
- Outdoor sand kept covered when not in use.
- Adult scissors and sharp knives kept out of children's use.
- Early Intervention Transformation Programme – we work in partnership with the public health nursing service to promote healthy child development in the nursery. As appropriate we will consult with our named Health Visitor-Sinead Mc Daid for health information, guidance and support.
- Hygiene and cleanliness of nursery setting and equipment will be maintained by:
 - Separate cloths/mops/gloves for classroom, bathroom and kitchen areas.
 - Equipment cleaned as required and sterilized termly.
 - Aprons and table coverings to be washed when required or at least weekly.
 - Proper hand washing procedures promoted; soap and paper towels available in bathrooms.
 - Tissues available at children's level – proper use encouraged.
 - Soiled clothing to be double bagged and returned to parent.
 - Preparing food appropriately.
- Any damage/defects to the building will be reported immediately to the Principal/Caretaker.

Health, hygiene and safety – The Nursery Curriculum

- Through our Personal, Social, Emotional Development programme we aim to help children establish positive attitudes towards health, hygiene, safety, exercise and rest.
- Healthy Snacks will also be promoted.

Staff Development

In order to implement this policy, nursery staff will avail of any relevant training opportunities. These will be dictated by priorities established within the School Development Plan.

Review

This policy will be kept under constant review by the Nursery teacher and Principal.