



Health and Safety Policy

This Health & Safety Policy reflects the commitment to maintaining a healthy working and play environment for both staff and children using a Crazy 4 Kids setting. To this end the Senior Management Team and Registered Provider accepts responsibility for ensuring that this policy is implemented and maintained within the setting. Setting staff, also have a responsibility to ensure that all Health and Safety issues are raised and reported to the setting Health and Safety Officer for prompt action. Failure to comply with this policy could lead to disciplinary proceedings. Crazy 4 Kids are obligated to follow the Health and Safety at Work Act 1974 (HSWA) which is the primary piece of legislation covering occupational health and safety in Great Britain.

Statement of General policy and arrangements for: CRAZY 4 KIDS LTD

Overall and Final Responsibility for Health & Safety is that of: Julie Norris Registered Provider

Day-to-day responsibility for ensuring that this policy is put into practice is delegated to: The Setting Supervisors and setting staff.

Statement of General Policy

It is the aim of the Registered Provider, as far as is reasonably practicable, to achieve the following objectives:

- to ensure the health and safety at work of all employees
- to prevent ill health and accidents to the children and staff accessing the setting
- to promote good working practices regarding health and safety, in respect of the Club's activities
- to reduce loss and damage to working environments and/or equipment by ensuring good working practices and safe methods of working are adhered to
- to ensure all activities and environments are assessed for risks
- to produce an emergency evacuation plan for the area and to convey details to all employees
- to monitor and review this Health & Safety Policy by control, planning and organisation, as and when Company circumstances may alter

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Version 1



HEALTH & SAFETY POLICY

It is the policy of Crazy 4 Kids to carry out its' activities at all times in such a manner as to ensure, so far as is reasonably practicable, the health, safety and welfare of all staff and children to ensure so that they are not exposed to any risks to their general health and safety. (For specific possible exposures to risk see also individual Risk Assessments)

In particular the setting recognises its' duties, so far as is reasonably practicable, to ensure;

- that environment, equipment and systems are safe and without risks to health or safety
- that adequate information, instructions, training and supervision in health and safety matters is provided
- the maintenance of a safe and healthy place of work, and the provision and maintenance of safe work and play areas
- the provision and maintenance of a safe and healthy working environment, and adequate arrangements for welfare

It is the duty of the Registered Provider to see that everything reasonably practicable is done to prevent personal injury and to maintain a safe and healthy place of work and to specifically:

- assess all work activities of employees for any perceived risks to health, or safety
- keep informed of any developments and advances relevant to the Setting's activities in order to improve health and safety
- keep appraised of changes in legislation and Approved Codes of Practice in order to achieve compliance with the law, and to co-operate fully with appropriate enforcing authorities, in this respect
- secure the co-operation and involvement of Setting' employees in achieving safe working practices

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All employees are reminded of the requirement to ensure that the Setting policy is observed. In particular:

- to take reasonable care for their own health and safety at work and of those who may be affected by their actions or neglect
- to report to the Health & Safety Officer anything that may be deemed to be a hazard or to put the settings users at risk of harm, i.e. equipment damage, trip hazards, furniture not stored correctly, etc
- to co-operate with the employer to ensure that any duty or requirement for health and safety imposed on the employer is performed or complied with
- not to intentionally or recklessly interfere with or mis-use anything provided in the interests of health and safety and welfare
- to report any shortcomings perceived by them in this policy, or in a Risk Assessment, or Safe System of Work which they are required to obey

Prime responsibility for health and safety rests with the owner Julie Norris Registered Provider, and the Setting Supervisors who have direct concern for this Policy and accords health and safety matters equal priority to other Management functions within the Company.

Senior Managers expect the staff team to accord the same level of priority to health and safety matters, and requires all staff to ensure that this Policy is observed.

We will monitor the operation of this Policy and recommend alterations or improvements as necessary. Monitoring will include safety audits, risk assessments, inspections and/or sampling, in addition to investigation of any reports received from parents or staff.

This Health and Safety Policy will be reviewed annually, and revised as, or whenever, changing circumstances dictate, or Legislation changes.

JULIE NORRIS

REGISTERED PROVIDER

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