

Chieveley Pre-School: Health and Safety Policy

Reviewed and updated in line with EYFS 2024, Early Years Alliance guidance, and current statutory legislation.

This document retains setting-specific procedures from the 2023-2024 edition.

1. Introduction

This Health and Safety Policy outlines the responsibilities, procedures and standards that ensure Chieveley Pre-School is a safe, clean and suitable environment for children, staff, visitors and volunteers. The policy reflects updates to the Early Years Foundation Stage (EYFS 2024) statutory framework and guidance from the Early Years Alliance, Health and Safety Executive, and other regulatory authorities.

2. Aim

To provide a safe and healthy environment in which children can learn and grow, and where staff can work without risk to their own health and safety.

3. Objectives

- Ensure compliance with the Health and Safety at Work Act 1974 and all related regulations.
- Conduct regular risk assessments for all areas of the setting and activities.
- Appoint a designated Health and Safety Officer.
- Maintain appropriate insurance including public liability, with certificates displayed visibly.
- Implement procedures for the control of substances hazardous to health (COSHH).
- Establish clear protocols for first aid, accidents, illnesses, fire safety, and emergency response.
- Ensure staff are trained and aware of their responsibilities under health and safety legislation.
- Review all health and safety policies annually or in response to incidents or legislative changes.

4. Responsibilities

The Pre-School Manager is the designated Health and Safety Officer and is responsible for the implementation, monitoring, and review of this policy. All staff, volunteers, and

committee members are expected to uphold these standards, report hazards, and follow established safety procedures.

5. Risk Assessments

Risk assessments are carried out for all areas and significant activities. This includes: group rooms, corridors, kitchen, bathrooms, changing areas, outdoor play, short trips and outings, maintenance, and manual handling. Daily safety sweeps are conducted, and findings are reviewed by the Health and Safety Officer.

6. Specific Procedures and Standards

- All accidents, near misses and dangerous occurrences are recorded and reviewed.
- Staff are prohibited from working under the influence of alcohol or drugs.
- Smoking or vaping is not permitted on the premises or within one hour before contact with children.
- Kitchen and food hygiene protocols follow Safer Food Better Business guidance.
- Fire evacuation procedures are practised termly and logged.
- Appropriate PPE is available for cleaning, changing and medical tasks.
- Use of drones over the premises is monitored and may be reported to police as a safeguarding concern.
- Threats or abuse towards staff are documented and escalated appropriately.

7. Legal Framework and Guidance

- Health and Safety at Work etc. Act 1974
- Management of Health and Safety at Work Regulations 1999
- Regulatory Reform (Fire Safety) Order 2005
- Control of Substances Hazardous to Health (COSHH) 2004
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013
- Childcare Act 2006
- Early Years Foundation Stage (EYFS) Statutory Framework 2024



Chieveley Pre-School | Chieveley Early Years Centre, School Road, Chieveley, West Berkshire
RG20 8TY | Tel: 07511 098 720 | www.chieveleypreschool.co.uk

8. Monitoring and Review

This policy will be reviewed annually or following significant changes in legislation or after any incident that highlights a need for policy revision. The Pre-School Manager and committee will approve all changes.

This notice was reviewed and adopted by the Chieveley Pre-School committee.

Signed Preschool Manager:



Date: 04/09/2025

Signed Preschool Chair:



Date: 13.08.25