

**Health and Safety Policy**

**Statement of intent**Nature Nicki Forest School believes that the health and safety of children is of paramount importance. We make our site a safe and healthy place for children, parents/carers and staff.

**Aim**We aim to make children, parents and staff aware of health and safety issues and to minimise the hazards and risks to enable the children to thrive in a healthy and safe environment.

**Risk assessment**Our risk assessment process includes:

* checking for hazards and risks in our site, and in our activities and procedures. Our assessment covers adults and children;
* deciding which areas need attention; and
* developing an action plan which specifies the action required, the timescales for action, the person responsible for the action and any funding required.

**Insurance Cover**We have Forest School Leader insurance including public liability insurance .

**Children’s safety**

* Nicola Townsend (Nature Nicki) has a DBS check.
* All children are always supervised by adults.
* Whenever children are on site, at least two adults are present.
* We operate a no smoking policy.

**Cooking**

* We cook with the children outdoors and they:
  + are always supervised;
  + are taught how to behave around the fire

We follow our food policy and safe use of fire and tools policy and Nicola Townsend has food hygiene L2 training.

**Storage**

* All resources and materials which children select are stored safely.
* All equipment and resources are stored or stacked safely to prevent them accidentally falling or collapsing.

**Our Site**

* Our site is checked for safety and cleared of rubbish before it is used.
* Our activities are always supervised.
* Our site is checked for dead animals or faeces.
* Our trees are checked at least termly and after high winds, concerns are reported to Forest For Launceston Directors.
* Ropes are checked for wear and tear.

**Hygiene**

* Our daily routines encourage the children to learn about personal hygiene. Including hand washing, coughing into your elbow and catch it, bin it, kill it to reduce spreading of germs.
* A camping toilet is brought into the woods for sessions. This is situated in a tent for privacy. Toilet is lined with a bag containing gel forming powder. Toilet is removed from site after sessions and bag disposed of off site. Toilet seat is cleaned between sessions.
* We have hand washing and drying facilities including soap and alcohol gel. Hand towels are washed between sessions.

**Activities**

* Before purchase or loan, equipment and resources are checked to ensure that they are safe for the ages and stages of the children currently attending the site.
* The layout of play equipment allows adults and children to move safely and freely between activities.
* All equipment is regularly checked for cleanliness and safety and any dangerous items are repaired or discarded.
* Physical play is constantly supervised.
* Children are taught to handle and store tools safely.
* Children learn about health, safety and personal hygiene through the activities we provide and the routines we follow.

**Food and drink**

* We follow our food policy.
* All food and drink are stored appropriately.
* Children, parents/carers and staff eat food in the fire circle and do not walk about with food and drinks.
* Fresh drinking water is always available.
* We operate systems to ensure that children do not have access to food/drinks to which they are allergic.

**Fire safety**

* We always have water and a fire blanket by the fire.
* We have mobile phones ready to call the fire brigade in an emergency.
* Children, parents and carers are taught to stop, drop and roll.
* We follow our emergency evacuation policy

**First aid and medication**

* Members of staff hold Paediatric and Outdoor first aid certificates.
* Our First aid kit is easily accessible and checked and restocked by Nicola Townsend.

**Sickness**

Staff, children and parents/carers should not attend sessions if they are unwell to avoid transmission of infections.

**Records**

We keep records of:

* the names, addresses and telephone numbers of emergency contacts in case of parent/carers illness or accident;
* the allergies, dietary requirements and medical issues of individual children;
* the times of attendance of children, parents/carers, staff, volunteers and visitors;
* accidents;

**Accidents and Emergencies**

Most children will have occasional falls and minor accidents at some point during their time at the site. Whilst staff will take all reasonable steps to ensure that hazards to children are kept to a minimum, we recognize that children need to explore and test their own developing physical abilities and will therefore occasionally injure themselves. When such an accident occurs staff will:

* Comfort the Child and provide any necessary first aid treatment.
* Record details of what happened in the accident book including any treatment given.
* Sign the accident book and ensure that the parent or carer accompanying the child also signs it.
* Review the incident to consider any changes which need to be made to the site, equipment or routines etc. in order to prevent the same accident happening to another child.

In the extremely rare event that a child, parent/carer, member of staff or visitor needs hospital treatment, we will contact the emergency contact and call for an ambulance if needed.

Session leaders have a current paediatric and outdoor first aid certificates.

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