

## **Equipment Policy**

### **Policy statement**

The policy seeks to ensure that all equipment and materials located and used at Natural Nurture Nursery comply with health and safety regulations and other legislative requirements.

### **Who is Responsible?**

It is the responsibility of the Nursery Manager to ensure that all equipment and materials are safe to use, in good condition and pose no risk to the health and safety of the children or staff in the setting.

### **Procedures**

- All equipment and materials, which are purchased for the setting, are bought from reputable suppliers and comply with British Standards for Safety.
- All equipment is checked before use to ensure that it is safe for the children and the staff.
- All equipment is cleaned on a regular basis to ensure that the spread of infection is minimised.
- All soft furnishings are washed regularly to minimise the spread of infection.
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- All small pieces of equipment are cleaned thoroughly regularly to minimise spread of infection. Children may sometimes be invited to help with this task to encourage responsibility and care of belongings in the setting. In this case, child-safe washing up products or wipes will be used.
- All equipment and materials are risk assessed before first use and regularly after that to ensure the minimisation of any risk to children or staff.
- The Operations Manager holds and updates an inventory of all toys, equipment and furniture. This is updated electronically to allow checks in the event of fire/flood destroying documents.

### **Natural Materials**

A lot of the equipment for play at the nursery will be natural materials e.g. trees for climbing and swinging, branches for den building, leaves and moss for small world play.

- Staff members will do a safety sweep of a particular outdoor area before taking children out to play and will designate safe boundaries.
- Safety concerns will be discussed with children and they will be encouraged to observe and report their own concerns and suggest ways to stay safe whilst using natural resources e.g. suggesting how to avoid splinters or spotting a wobbling log.
- If a staff member spots a serious safety concern in an area, the children will be

relocated to another place in the setting until the area is made safe again.

### **Using Tools**

From time to time children have the opportunity to use small tools such as chisels and hammers in woodworking, or knives for whittling or the preparation of food.

- These sessions will be run by a staff member fully trained to instruct young children in these skills, and with their safety as a priority.
- Children will be allowed to use these tools in very small groups, with a high adult to child ratio.
- One to one support will be put in place for children with special needs to enable them to participate fully.
- These tools will never be accessible to children to select and use on their own in independent play.

### **Storage of Equipment**

- All equipment and materials in the setting are stored so as to reduce the risk to the health and safety of all. Equipment and materials, which are considered to be high risk (such as the above), are controlled by staff, and children will not have open access to these resources. Access to these resources will be dependent upon a risk assessment, and they will not be used without a member of staff being present.

This policy was adopted at a meeting of The Natural Nurture Nursery Management Committee held on the 3<sup>rd</sup> March 2016.