



Cornerstone Learning Health and Safety Policy

Date: 26/05/2024

Cornerstone Learning CIC is responsible for health and safety in the setting. Staff must ensure the setting is as safe as reasonably practicable for use by the children and families. We aim to ensure children are healthy and safe on my premises, in the garden and on outings.

Overarching statement – *We will ensure that their premises, including overall floor space and outdoor spaces, are fit for purpose and suitable for the age and individual needs of children cared for and the activities provided on the premises.*

First aid kit – *we will ensure that access to the first aid kit is always available and all the staff are aware where their first aid kits are on a daily basis. We will keep a written record of accidents or injuries and first aid treatment. We will inform parents and/or carers of any accident or injury sustained by the child on the same day, or as soon as reasonably practicable, of any first aid treatment given. (first aid kit its stored in the kitchen).*

Paediatric first aid: We are committed to keeping children safe - however, accidents do sometimes happen. We have up-to-date paediatric first aid certificates and the children are within sight and / or hearing at all times. We risk access constantly to help keep children safe and we teach them how to understand the danger when possible.

Fire safety – *we will take reasonable steps to ensure the safety of children ,staff and others on the premises in the case of fire or any other emergency, and must have an emergency evacuation procedure. As providers we will ensure that our premises have appropriate fire detection and control equipment (for example, fire alarms, smoke detectors, fire blankets and/or fire extinguishers) which is in working order. Fire exits must be clearly identifiable, and fire doors must be free of obstruction and easily opened from the inside. As advice by the hall administration team.*

Smoking and vaping – *we won't allow smoking in or on the premises when children are present or about to be present. Staff should not vape or use e-cigarettes when children are present and as providers we reach for advice to Public Health England on their use in public places and workplaces.*

Organisation of premises – *We will ensure that the premises and equipment is organised in a way that meets the needs of children and their safety. We will always make sure that the following indoor space requirements where indoor activity in a building(s) forms the main part of the provision is safe and inspected on the daily basis.*



Outside play – *We will ensure that outdoor activities are planned and taken on a daily basis (unless circumstances make this inappropriate, for example unsafe weather conditions). Will check for safety on daily basis before each session starts in the morning.*

Toilets and hand washing – Government advice is to wash hands regularly for 20 seconds, using soap and water or sanitiser if no soap is available. Hands should be dried well, using single use paper or cloth towels (hot washed after each use). We will wash hands before and after nappy changing (if required). Children are placed on a plastic mat which is cleaned with antibacterial wipes before and after each use. Privacy is considered when children's nappies are changed but we must also be able to supervise the other children in the setting effectively. Children that are toilet trained and still require support will be accompanied to toilet by adults.

Insurance requirements – *We will always carry the appropriate insurance (e.g. public liability insurance) to cover all premises from which we are providing services and insurance certificate is available for viewing at any time upon request.*

Risk assessment – *We will ensure to take all reasonable steps to ensure that children that we are having on our premises are not exposed to risks and we will demonstrate how they are managing risks. We will conduct daily risk assessments of the place we are having our session at the start and during the sessions.*

We will make sure there is safe equipment to use and child its not exposed to any danger from environment.

Safety on outings –the garden is as safe as reasonably practicable and risk assessed before, during and after each working day . It is set up to support all children's learning: resources and equipment are provided which promote children's learning and development and provide intervention they need.Outdoor equipment, resources etc is risk assessed before, during and after use to ensure it is safe for the ages and developmental stages of the children in the setting on the day.

Parents are aware that it is a requirement that their child goes outside every day apart from if there are unsafe weather conditions and are asked to provide appropriate clothing and spare clothes in case their child gets wet or muddy.

Unsafe weather conditions might include storm warnings from the Environment Agency and very hot days when it is unsafe for children to stay in the sun for long periods. We use a weather app to check weather conditions every day and speak to parents about how we have supported their child's learning if I have not been able to offer them the opportunity to go outside.

We ask parents to provide a bottle of labelled sun cream for their child. Permission is in place to apply cream and children are taught how to do this independently (with supervision). Parents are asked to put the first layer of sun cream on their child in the morning and we will continue to apply it regularly through the day.



Supervision of children – Children that we work as 1:1 and will stay within sight and / or hearing of a staff member at all times.

Manual Handling – We are regularly updating ourselves to understand the dangers of manual handling and how to lift and bend appropriately by attending manual handling training.

Electrical appliances – children and staff are kept safe around electrical equipment. Cables are hidden from children's view.

Chemicals – information is available online about chemicals used in the setting; staff are trained in using chemicals safely and personal protective equipment is supplied as required. Where appropriate, chemicals are locked away and out of sight and reach of children / fully monitored when in use. PPE will be worn when dealing the bodily fluids and using chemicals as appropriate

Staff training – if relevant, we will keep safety procedures daily and ongoing training is provided.

Partnership working

Data protection legislation is not a barrier to information sharing in a safeguarding / child protection context. We aim to work in partnership with other agencies and / or professionals, to ensure procedures are suitable to identify, assess and support children.

Sharing this policy with parents

Parents are partners in the setting and this policy is shared to help them understand our obligations regarding child protection and safeguarding. External sources of guidance are also signposted for parents and we are available in the setting to answer parent questions.

This policy must be provided in writing and shared with parents to comply with the Childcare Register requirements. An Ofsted parent poster must also be displayed in the setting to share Ofsted contact details.

Quality Assurance

Cornerstone Learning will ensure that systems are in place to monitor the implementation of and compliance with this policy and accompanying procedures. The directors will ensure action is taken to swiftly remedy any identified weaknesses within its procedures.



Policy Dates

This policy was written and takes effect May 2024

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