



0.1 Health and safety procedures

01.2 Group rooms, stair ways and corridors

- Significant changes such as structural alterations or extensions are reported to Ofsted. A risk assessment is done to ensure the security of the building during building work.
- Back door has a twist lock and front door has a yale. Both can be opened easily by an adult in an emergency.
- Chairs are stacked safely and not too high.
- There are no trailing wires; all radiators are kept at a temperature so not to burn.
- Windows are opened regularly to ensure flow of air.
- Floors are properly dried after mopping up spills.
- Children do not have unsupervised access to corridors etc. as playgroup is open plan.
- Floor coverings are checked for signs of wear and tear.
- Staff hold the hand of toddlers and children who require assistance.
- Materials and equipment are not generally stored in corridors, but where this is the case, it does not block clear access or way out.
- Corridors are checked to ensure that safety and security is maintained, especially in areas that are not often used, or where there is access to outdoors
- Socket safety inserts are not used as there is no safety reason to do so, modern plug sockets are designed to remove risk of electrocution if something is poked into them. Socket covers (that cover the whole socket and switch) may be used, please note these are different to socket inserts.

This policy was adopted at a meeting of
Held on
Signed on behalf of Tansor Playgroup Committee
Role of signatory

Tansor Playgroup Committee

27 September 2021

Karena Corkill

Chair of Playgroup Committee
