

Health and safety procedures

**Outdoors**

**Any issues with the garden are reported to the community centre manager.**

* All gates and fences are childproof, safe, and secure.
* Areas are checked daily to make sure animal droppings, litter, glass etc. is removed. Staff wear rubber gloves to do this. The children also have their own picture checklist to help them to learn about risk assessing the environment.
* Bushes or overhanging trees are checked to ensure they do not bear poisonous berries.
* Stinging nettles and brambles are removed if they pose a risk to younger children. Children are informed about the stinging nettles.
* Safety mats are provided under climbing equipment, even when on grass
* Wooden equipment is maintained safely and not used if broken. Large equipment is covered overnight.
* Wooden equipment is sanded and varnished as required.
* Broken climbing equipment or outdoor toys are removed and reported to the setting manager.
* Children are always supervised within ratios outside.
* Children are suitably attired for the weather conditions and type of outdoor activities.
* Parents are advised to put suncream on their children and hats are worn during the summer months. Outdoor play is avoided in extreme heat between noon and 3pm.
* Children who have no adequate means of sun protection, such as hat, long sleeves and trousers or sun cream, will not be able to play outdoors in un-shaded areas.
* Children are supervised on climbing equipment.
* Water play is not left out but is emptied, cleared, cleaned and stored after each use. The large unit is left out as too heavy to move.
* Receptacles are left upturned to prevent collection of rainwater, this is important in areas where there are vermin to prevent urine/faeces contaminating the water.
* Sightings of vermin are recorded and reported to the manager who reports to the Environmental Health’s Pest Control Department.
* If paddling pools are used, a risk assessment is conducted, and consideration given to the needs of disabled children or those less ambulant.
* Care must be taken after heavy rainfall with puddles that form in the garden.

**Drones**

If there are concerns about a ‘drone’ being flown over the outdoor area, that may compromise children’s safety or privacy, the setting supervisor will contact the police on 101

* Children will be bought inside immediately.
* Parents/carers will be informed that a Drone has been spotted flying over the outdoor area and will be advised fully of the actions taken by the setting.
* The police will have their own procedures to follow and will act accordingly.
* If at any point following the incident, photographs taken by a drone emerge on social media that could identify the nursery or individual children, these are reported to the police.
* A record is completed in the Notifiable Incident Record unless there is reason to believe that the incident might have safeguarding implications, for example:
* the drone has hovered specifically over the outdoor area for any length of time
* there is a likelihood that images of the children have been recorded
* is spotted on more than one occasion
* if the Police believe there is cause for concern

Where this is the case, Safeguarding children, young people and vulnerable adults procedures are followed.

**Further guidance**

[Reportable Incident Record](https://portal.eyalliance.org.uk/Shop#!prod/848ed1d4-7564-ea11-a811-000d3a0bad7c/curr/GBP) (Alliance Publication