

0.1 Health and safety procedures

01.2 The group room and lobby

- 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.
- Door handles are placed high or alternative safety measures are in place.
- Chairs are stacked safely and not too high.
- There are no trailing wires.
- Windows are opened regularly to ensure flow of air.
- Floors are properly dried after mopping up spills.
- Children remove outdoor shoes indoors.
- Floor coverings are regularly checked for signs of wear and tear.
- Materials and equipment are not generally stored in corridors, but where this is the case, it does not block clear access or way out.
- The outdoor walkways are checked regularly to ensure that they are uncluttered and well lit, to ensure that safety and security is maintained.
- The lobby is checked regularly to ensure that safety and security is maintained.
- 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.
- The use of blinds with cords is avoided. Any blinds fitted with cords are always secured by cleats. There are no dangling cords.