

Poulton St Chad's Nursery



Health and Safety Policy

This is the statement of the general policy and arrangements for Poulton St Chad's Nursery

Overall and final responsibility for Health and Safety is that of Michaela Hancock – Owner of Poulton St Chad's Nursery

Day to day responsibility for ensuring this policy is put into practice can be delegated to a senior member of the team.

<u>Statement of General Policy</u>	<u>Responsibility of: Name / Title</u>	<u>Action / Arrangements</u>
To prevent accidents and cases of work related ill health and provide adequate control of health and safety risks arising from work activities.	Michaela Hancock – Owner	Ensure relevant risk assessments are in place and completed by the team. Risk assessments to be reviewed every year or earlier if working habits change
To provide adequate training to ensure the team are competent to do their work	Michaela Hancock – Owner Deputy Manager	Team and volunteers given necessary health and safety induction and provide with appropriate training and personal protective equipment.
To engage and consult with employees on a day to day health and safety conditions and provide advice and supervision on occupational health	Michaela Hancock Deputy Manager	Team and volunteers consulted on health and safety matters as they arise but also informally on a day to day basis. Team to review and sign up to risk assessments once they have been updated by the management team
To maintain safe and healthy working conditions and ensure safe storage of substances.	Michaela Hancock Deputy Manager Team	Toilets , washing facilities and drinking water provided. System in place for routine inspections of indoor, outdoor and PPE equipment. Ensure that action is promptly taken to address any defects

First Aid Box located	On shelf in Nursery Wet Area
Signed by: Owner	Date:
Subject to review, monitoring and revision every 12 months (or sooner if working conditions change) by:	Michaela Hancock (Owner)