

N: Safety and suitability of premises, environment, and equipment - Safety of premises – Group and school-based providers

What do I need to know?

- Legal Framework
 - [Health and Safety at Work etc. Act 1974](#)
 - [The Management of Health and Safety at Work Regulations 1999](#)
 - [The Electricity at Work Regulations 1989](#)
 - [The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995](#)
 - [The Control of Substances Hazardous to Health \(Amendment\) Regulations 2004](#)
 - [The Manual Handling Operations Regulations 1992](#)
 - [The Health and Safety \(Display Screen Equipment\) Regulations 1992](#)
 - [The Regulatory Reform \(Fire Safety\) Order 2005](#)
 - [The Fire Precautions \(Workplace\) Regulations 1997](#)
 - [The Health and Safety \(First-Aid\) Regulations 1981](#)
 - [The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995](#)
- [EYFS statutory framework for group and school based providers \(publishing.service.gov.uk\)](#) page 36, paragraph 3.64-3.65
- **Ofsted can request access to your fire-safety arrangements and other statutory policies relating to health and safety**

Safety of premises (page 43-44 of audit)	Things to think about
<p>Do you ensure that your premises, including overall floor space and outdoor spaces, are fit for purpose and suitable for the age of children cared for and the activities provided on the premises?</p>	<ul style="list-style-type: none"> • What does ‘fit for purpose’ mean? • What would make your premises NOT fit for purpose and unsuitable for the ages of the children cared for? • How do you know the activities and equipment you provide are fit for purpose? • How do you know that the activities and resources you provide are suitable for the ages of the children cared for? • Are you aware of the manufacturers’ guidance on the use of each piece of equipment? • Are both indoor and outdoor environments checked daily? Who is responsible for this? How do you know the checks are being done effectively?

<p>Do you ensure you comply with requirements of health and safety legislation (including fire safety and hygiene requirements)?</p>	<ul style="list-style-type: none"> • Who would you contact in the event of there being an incident or emergency regarding the premises? Is this information readily available to all staff and do they know about it? • When did you last access and read the relevant health and safety legislation? • How do you know you meet these requirements? • Have you shared policies & procedures to ensure all staff know how to comply with health and safety legislation? What are they? How do you know they are implemented? • Do your health and safety policies consider: <ul style="list-style-type: none"> • risk assessments • manual handling • Reporting of Injuries, Diseases and Dangerous Occurrences (RIDDOR) events • Fire safety and fire risk assessment • Emergency evacuation and other emergency procedures • Control of substances hazardous to health (COSHH Regulations) • Individual rooms • Outings and, or outdoor space • Maintenance and repairs • Personal safety • Inventory • Festivals and decorations • Critical incidents • When would you follow RIDDOR and COSHH procedures? How do you ensure you staff know what these procedures are? • What are the risks in your provision? How do you manage risk? • Do staff who handle food attend regular food safety training? How often is this? How do you know this meets the requirements of your local district council’s environmental health department? • How do you disseminate food safety information to your whole team? • How do you know food is always prepared hygienically and stored safely? • When might you need to put additional health and hygiene measures in place? Are you prepared for this?
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- How does your induction training ensure that all staff know and understand health and safety policies and procedures?
- How do your staffing arrangements ensure the safety of children at all times?
- Do you ensure you have accident and injury logs? How do you ensure these are completed? How often do you monitor these records? How does the monitoring of these records impact upon practice?
- Do you have emergency contact details for parents and, or carers, and staff are readily available? Do all staff know where they are stored? Can they access them in an emergency?
- How do you ensure that the premises are secure so that children do not leave unaccompanied or that adults enter uninvited?
- How do you ensure children are appropriately supervised in both the inside and outside environments?
- How do you ensure children remain safe from the harmful effects of sun exposure or severe weather conditions?
- How do you ensure stringent hygiene procedures are implemented to meet health and safety requirements?
- How do you ensure you keep up-to-date with the latest recommendations from the Environmental Health Department and Health Authority?
- What opportunities do children have which help them to learn about safety and good hygiene procedures?
- How do you promote good hygiene (including the handling of animals)?
- Have you accessed and read 'Guidance on infection control in schools and other childcare settings'? Are there any actions to implement from this? Is relevant information shared with parents and, or carers? How?
- Do you know when and how you must contact Ofsted or the childminding agency with which you are registered and, or local Health Protection Agency of notifiable diseases where applicable?

<p>Do you ensure you take reasonable steps to ensure the safety of children, staff and others on the premises in the case of fire or any other emergency?</p> <p>Do you ensure you have an emergency evacuation procedure?</p> <p>Do you ensure you have appropriate fire detection and control equipment (for example, fire alarms, smoke detectors, fire blankets and, or fire extinguishers) which is in working order?</p> <p>Do you ensure fire exits clearly identifiable, and are fire doors free of obstruction and easily opened from the inside?</p>	<ul style="list-style-type: none"> • Do you have both evacuation and lockdown procedures? • How do you know all staff can follow and implement these procedures? How are they shared with parents and, or carers and visitors? • How does your induction training ensure that all staff know, understand and can carry out emergency evacuation and lockdown procedures? • How does your emergency evacuation and lockdown procedures take into account the individual needs of all children and staff? • When and how do you practice emergency evacuations and, or lockdown procedures? Do you practice using different exits and at different times of the day? Do you record and review these practices? How do you take into account the views of children and all staff? Do you evaluate and amend your procedures following practices? • If your babies are upstairs, how will you evacuate them safely in the event of an emergency? How is this information shared with all staff? • Have you conducted a separate evacuation plan for any sensory and physically impaired children? Can you explain this evacuation plan? How is this information shared with all staff? Have parents been consulted? • When did you last undertake a fire safety risk assessment? How often is this reviewed? • What checks are carried out to ensure any fire detection and control equipment is in working order? How frequently are these checks made? • What checks to you carry out to ensure fire exits are clearly identifiable, and fire doors are free of obstruction and easily opened from the inside? How often do you check? • How do you ensure smoke alarms are fitted correctly, confirm to safety standards and regularly tested? • How do you ensure that fire extinguishers are maintained and in date? • What are your contingency plans regarding where to evacuate to in the event of different kinds of emergency e.g. a gas leak? How will you transport children to these premises? How will you ensure children and staff are kept safe in these premises while waiting for the children to be collected? • How would you contact parents and, or carers in the event of an evacuation or lockdown? <p>Please also consider the following supporting documents:</p> <ul style="list-style-type: none"> • A – Safeguarding policies and procedures • J – Health Medicines • K – Food and drink • L – Safety and suitability - Accident or injury • Q – Risk assessment
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Useful links and further help:

[Health and Safety Executive](#)

- Health and Safety Law: What You Should Know (HSE Revised 2009)
- Health and Safety Regulation...A Short Guide (HSE 2003)
- Electrical Safety and You (HSE 1998)
- COSHH
- RIDDOR
- Manual Handling – Frequently Asked Questions (HSE)

[ACAS](#)

[Fire safety risk assessment: educational premises](#)

[Fire safety in the workplace](#)

[Fire safety for parents and child carers](#)

[Frances the firefly: children's story about the dangers of fire](#)

[HM government fire safety risk assessment –Means of escape for disabled people](#)

[How to wash your hands](#)

[PHE handwashing advice](#)

[Health protection in schools and other childcare facilities GOV.UK](#)

[Derby and Derbyshire Safeguarding Children Partnership](#)

[Working together to safeguard children](#)

[Keeping children safe in education](#)

[Prevent duty guidance](#)

[Home \(saferrecruitmentconsortium.org\)](#) -(Guidance for safer working practice for those working with children and young people in education settings)

[Safeguarding children and protecting professionals in early years settings: online safety considerations](#)

[Information sharing advice for safeguarding practitioners](#)

[NSPCC](#) – National Society for the Prevention of Cruelty to Children

[Data protection](#)

[ICO](#) – Information Commissioners Office

[How to wash your hands](#)

[PHE handwashing advice](#)

[Report a serious childcare incident](#)

[Supporting pupils with medical conditions at school](#)

[Derbyshire SchoolsNet - Early Years Quality Team](#)

[Derbyshire Early Years Service - Eventbrite](#)

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