



Lidget Green Primary School

Health and Safety Policy

Approved by the Governing Body on: 15th January 2019

To be reviewed on: _____

Signed on behalf of the Governing Body: _____

NB. This guidance will be retained for a period of 7 years from replacement.

Version 3 / Dated: January 2019

Yellow highlights indicate changes in the policy

This policy should be read in conjunction with the following Policies and Guidance:

This policy must be read in conjunction with the Covid-19 risk assessment. Where practice differs in the two policies, the Covid-19 risk assessment takes precedent until further notice.

**Child Protection and Safeguarding Policy
PHSE policy
Critical Incident Policy
Stress Management Policy
School Fire Plan
COSHH Regulations 2002**

This policy is reviewed: **Annually** by the **Governing Body**

This policy is shared with staff: **on Induction and annually thereafter**

Date of this review: 15th January 2019

Introduction

The health, safety and welfare of all the people who work or learn at our school are of fundamental importance. We aim to provide a safe, secure and pleasant working environment for everyone. The governing body has adopted the principles of Bradford Local Authority's Health and Safety Policy, and, along with the LA, takes responsibility for protecting the health and safety of all children, staff and visitors to the school. The Headteacher has day to day responsibility for implementing the policy.

PURPOSE

The aim of the policy is to:

- Ensure that all reasonably practical steps are taken to ensure the health, safety and welfare of all persons using the premises, including where appropriate their Mental health.
- Ensure that all reasonably practical steps are taken to ensure the health and safety of staff, pupils and other supervising adults participating in off-site visits.
- Establish and maintain safe working procedures amongst staff and pupils.
- Make arrangements for ensuring safety and absence of risks to health in connection with the use, handling, storage and transport of articles and substances.
- Develop safety awareness amongst staff, pupils and other supervising adults.
- Formulate and implement effective procedures for use in the event of fire and other emergencies.

Responsibilities

The maintenance of a healthy and safe school is the shared responsibility of the whole school community. More specifically:

The **Governing Body** will:

- Decide policy.
- Give strategic guidance.
- Monitor and review health and safety issues
- Ensure adequate resources for health and safety are available.
- Recognise their responsibility under the Health and Safety at Work Act 1974, so far as is reasonably practicable, to:
 - Provide plant, equipment and systems of work, which are safe, and without risks to health.
 - Make arrangements for handling, storage and transportation of articles and substances that may pose a risk.
 - Provide adequate training, information, instruction and supervision to enable all staff employed in the school and pupils to perform their work safely and efficiently.
 - Promote the development and maintenance of sound safety, health (including mental health) and welfare practices.
 - Maintain the premises in a condition that is safe and without risks to health and the maintenance of access to and egress from the premises.
 - Provide and maintain a working environment that is safe, without risk to health and adequate with regard to welfare facilities for staff, pupils and other supervising adults.
 - Ensure sufficient funds are available to provide, as necessary, protective clothing/equipment to all staff employed in the school, for the safe use of machinery, equipment and substances.
 - Maintain a close interest in all the health and safety matters in so far as they affect activities in the premises under the control of the school.

The **Headteacher** will:

- Be responsible for the day-to-day implementation of school safety organisation.
- Develop a culture of safety throughout the school.
- Report to Governors on pertinent issues by including health and safety on all headteacher reports
- Ensure that there are sufficient trained staff available to offer First Aid at all times
- Report accidents and incidents of violence to the Governing Body on a termly basis.
- Liaise with outside agencies able to offer expert advice.
- Ensure that all staff fulfil their duties to co-operate with the policy.
- Formulate and co-ordinate safety procedures.

- Review first aid, fire/evacuation and risk assessment procedures with relevant staff, on an annual basis, or as and when necessary, reporting back to the Governing Body.
- Ensure relevant staff have access to appropriate training.
- Meet with the Site Manager on a regular basis to manage site issues.
- Report to the Site Manager any defects and hazards that are brought to her notice.

The **Senior Leadership Team** will:

- Ensure teachers and any other supervising adults are aware of any matters pertaining to Health and Safety in their particular curriculum areas or phases and ensure that this information is shared with all teachers.
- Ensure that teachers complete a Health and Safety checklist for their classroom at the start of each school year and share this with the Site Manager who will ensure any concerns are dealt with.

The **Senior Midday Supervisor** will:

- Report any health and safety concerns at lunchtime to the Headteacher and Site Manager.
- Ensure children receive first aid if required.
- Ensure staff and children are safe during the lunchtime period

The **Site Manager / Caretaker** will:

- Ensure that they are familiar with the school's Health and Safety Policy.
- Ensure that all areas of school, both indoors and outdoors are clean, safe and hygienic.
- Conduct a termly health and safety survey with the Headteacher.
- Conduct a fortnightly site walk with the Designated Safeguarding Lead.
- Meet with the Headteacher as appropriate to manage site issues.
- Ensure that all cleaning staff are aware of any implications of the Health and Safety Policy as it affects their work activities e.g. storage arrangements for materials, equipment, substances etc.
- Report to the Headteacher any defects and hazards that are brought to their notice.
- Proactively plan, in consultation with the Head teacher and the School Business Manager, a programme of works to ensure the good maintenance of the site.
- Ensure that everything received from suppliers (for direct school use), machinery, equipment, substances etc. is accompanied by adequate information and instruction prior to use.
- Test and record the fire bells and fire points weekly.
- Inform the Headteacher whenever contractors are due to visit the school to undertake maintenance, service or works contracts.
- Ensure that risk assessments are in place for contractors work or other situations where the school may hold risks.
- Maintain a COSHH record of hazardous substances used for cleaning and similar purposes.

All staff will:

- Ensure that they have read the Health and Safety Policy.
- Fully support all health and safety arrangements, including evacuation and invacuation drills.
- Take reasonable care of their own health and safety and that of others who may be affected by their actions.
- Observe standards of dress consistent with safety and hygiene.
- Ensure, as far as is reasonably practicable, that their classroom, office or teaching area is safe and report any defects and hazards to the Site Manager via email or the School Office.
- Use equipment safely.
- Ensure, as far as is reasonably practicable, that pupils use equipment safely.
- Share and encourage staff to contribute to risk assessments and on-going assessment of risks.
- Encourage pupils to be aware of potential risks present within school and outdoor activities
- Report to the Headteacher, DSL, Site Manager or Office Manager any situations which may present a serious or imminent danger.
- Report any concerns about the wider health or safety of pupils to the Designated Safeguarding Lead who is the senior person for Child Protection.
- If there is an 'Accident, Incident or Violent incident' within school, ensure that the relevant information is given to the named First Aid person or DSL so that a RIVO/RIDDOR form can be completed

Pupils are expected to:

- Exercise personal responsibility for the safety of themselves and of their classmates.
- Make reasonable judgements about risk during their activities.
- Observe standards of dress consistent with safety and hygiene.
- Follow the safety rules of the school and in particular the instructions of a member of staff given in an emergency.
- Use and not wilfully misuse, neglect or interfere with things provided for their safety.

Parents are expected to:

Support the school in all health and safety matters.

Health and Safety Guidelines

Accidents and Incident Reporting

- Any pupil who has been injured or is complaining of illness should be seen by a qualified first aider to inspect and, where appropriate, treat. If staff are concerned about the well-being of an injured or unwell pupil they should contact the nearest First Aider immediately. If an injury has been sustained, the pupil should not be moved.
- Staff involved in treating children who are ill or have been injured should wear protective gloves and clean any area that is affected.
- Accidents where a First Aider has been consulted must be recorded in the Accident Book. Books are kept in the Main Office, Reception Classroom, Reprographics room.
- Parents must be informed of all first aid treatment given; a first aid slip is available from the office for this.
- Parents must be contacted if there are any doubts over the health or welfare of a pupil who has become ill or been injured.
- In the event of a serious incident an ambulance may be called and a member of staff accompany the pupil to hospital. Parents will be contacted and asked to go immediately to the hospital. It may be more appropriate to transport a pupil to hospital without using an ambulance. In such cases staff should ensure they have specific cover from their insurance company.
- If a child receives hospital treatment following an an injury, the DSL is responsible for ensuring that an online accident report using the appropriate RIVO website has been completed.

Similar considerations must be given to adults who are injured while at school.

- An injured member of staff should not continue to work if there is any possibility that further medical treatment is needed and should seek medical advice without delay.
- The DSL is responsible for ensuring that an online accident report using the appropriate RIVO website has been completed for all injuries to an adult, whether or not there has been hospital treatment.

In the event of fatal or serious injury:

- nothing at the site of the accident must be moved, except for helping the injured, until a thorough examination has been carried out.
- Parents/guardians or next of kin must be contacted as soon as possible.
- Health & Safety Representatives must also be informed of injuries and dangerous occurrences

Administration of Medicines

Generally, medication should only be administered by named first aider; it must be prescribed by a doctor and a medication form completed by parents or carers. No medicine should be accepted from a child. Forms and further information are available from the school office.

Inhalers for children with asthma and epi-pens for children with severe allergies are kept in a labelled box in an unlocked cupboard in classrooms. The cupboard is identified by photographs of the children, and details of their medication, on the door. Usually staff working with children who need this sort of medication are trained in the use of inhalers and epi-pens; in the event that a member of staff is not trained s/he should send for a First Aider immediately.

Asbestos

A full asbestos survey has been carried out. All contractors working in school should consult the survey prior to commencing work. This survey is held in a file in the main office.

Cancellation of Activities

Parents/guardians must be notified in advance if after school activities have to be cancelled. Where this is not possible, children must be kept in school until they are collected by an adult.

Child protection and Safeguarding

The person with overall responsibility for child protection in the school is the Headteacher but the day to day leadership of safeguarding and child protection is delegated to the DSL/DDSL who have also completed Named person training.

If any teacher suspects that a child in their class may be subject to or at risk of harm, they should immediately inform the DSL about their concerns. The DSL will follow the school's safeguarding and child protection policy in responding to these concerns.

We require all adults employed by, working or volunteering in school to have an enhanced DBS check.

Contractors and agencies sending staff into school must confirm that they have made suitable checks on their staff. **In an emergency, it may be necessary to use a contractor who does not have a DBS check; these contractor will be supervised by the Site Staff if any children are on the premises.**

Contractors on Site

We generally use contractors who have long standing relationships with the school, who support the school in obtaining the best value and who have the highest standards for health and safety. Where new contractors are needed, we will consult the authorities approved list and/or use contractors recommended by other schools for their high standards of best value and workmanship, and their health and safety considerations.

When Contractors arrive on site to commence work they must initially report to the Site Manager and make themselves familiar with the Contractors Guidance Procedure. All staff will be informed of the works being carried out and any areas that are likely to be affected; the duration and timing of the works will be discussed. Any changes to the job will be discussed with the Headteacher or representative, and any changes affecting timing, or Health and Safety will be looked at and action taken where necessary.

Critical Incident Policy (See separate policy)

Equipment

Any defects or damage to furniture, PE equipment, electrical items etc should be reported immediately to the Site Manager/Caretaker, and taken out of use awaiting repair if necessary.

Fire safety

PLEASE SEE THE SEPARATE FIRE EVACUATION PLAN DISPLAYED IN EACH AREA

Fire practices take place each term and a fire evacuation plan is located in each classroom and in areas around the school. The fire alarm is sounded each **Wednesday at 10.30 am** from different points and all evacuations and alarm tests are recorded in the appropriate logbook. All fire fighting equipment is checked annually. A number of staff are trained to operate the fire extinguishers. Regular fire safety checks are carried out and recorded in the fire book which is a working document located in the main office.

To ensure the safety of people in the building it is important that:

- Fire exits and fire exit routes must be free from obstruction. All fire exit doors must be unlocked during the school day and held secure on a magnetic lock; at other times staff should ensure that there is a clear fire exit route from the area in which they are working.
- Fire doors should be kept closed and not propped open or locked shut.
- All fire exits must be clearly labelled and comply with legislation regarding size, form, position and lighting

- All visitors spending any length of time in the school should be made aware of arrangements in case of fire; on arrival they are directed to read the fire plans that are displayed around the school.
- **IF YOU DISCOVER A FIRE.**
- Operate the Fire Alarm and leave the building by your nearest exit.
- Notify the Head Teacher / Office Manager.
- **ON HEARING THE ALARM,**
- Line up your class, collect your fire register, check that the classroom is clear and close door.
- Leave the building with your class, by the nearest fire exit.
- On your route to the fire exit, please check that the fire marshall card displayed in your area has been removed; if not, please take it and check –or arrange for a check of – the areas listed on the card.
- Assemble pupils in playground as shown in the fire plan.
- Check class against register and report to Head Teacher/Site Manager.
- Return to supervise class and await permission to go back into school.
- If you are not with a class, make your way out through the nearest fire exit and assemble in the playground (or car park if you are in the 'old' part of the school) and make your presence known to the Head teacher (or Deputy Head, for the car park)

All staff should make themselves and their pupils familiar with the positions of fire alarms and exits.

YOU MUST USE YOUR PROFESSIONAL JUDGEMENT IF YOU DECIDE TO TACKLE A SMALL FIRE. DO NOT USE EXTINGUISHERS UNLESS YOU ARE TRAINED TO DO SO.

First Aid

The named First Aider (Kathryn Eccles) will ensure that there is a sufficient stock of First Aid equipment and supporting paperwork.

There are named persons who are qualified to administer first aid. The responsibilities of appointed persons are:-

- i) To take charge in the situation where personal injury or illness has occurred and where further medical help is needed.
- ii) To ensure that the first aid box/ bag that they will use is fully stocked with designated items only.

Graffiti and removal of litter

The site manager should remove all graffiti immediately. The grounds should be checked each day for litter and glass and these should be removed immediately.

Hazardous Substances

All harmful substances should be locked away in a cupboard designated for this purpose. The caretaker and cleaners must be trained in the use of these substances and should be issued with appropriate protective clothing and footwear for their own protection.

Head Lice

If a child contracts head lice, all children in the class should receive a letter advising parents how to deal with head lice

Hot Drinks

Staff must ensure that they only transport hot drinks around school in a safety (travel) mug. If a member of staff has a hot drink in the classroom it must be in a safety (travel) mug and the staff member must ensure that it is in a safe position and that a pupil cannot reach it. Travel mugs must not be left attended around school. Kettles must not be used for making hot drinks in classrooms. If a kettle is required for curriculum work, a risk assessment must be completed before the lesson. Kettles in kitchens must be emptied after use and kept out of reach of children at all times. Adults must supervise children in the Food Technology kitchen closely at all times.

Infectious Diseases

Details of the control of infectious disease procedures are available in the office.

Manual Handling

Staff are expected to use their professional judgement when lifting anything and seek assistance unless they are confident that the item to be lifted is well within their capacity to lift. Staff who are expected to lift or move children or to routinely lift and carry objects must attend manual handling training and follow the advice they are given at such training.

Occupational health and work related stress

There is no simple way of predicting what will cause harmful levels of stress. People respond to different types of pressure in different ways. We are committed to reducing the impact of workplace stress. Please see the separate “Stress Management” policy.

Several staff well-being initiatives are in place and all staff have been given links to support that is available to them if they need well-being or mental health support.

Return to work interviews are held to ensure that staff returning to work after an absence are fit to do so and have any support that they need.

On Site Vehicle Movements

Contractors wishing to enter the premises other than via the main car park can only gain access by contacting the Site Manager to open the gate for them; vehicles are not allowed to be driven onto the site whilst children are in the vicinity. Drivers must report to the office for permission to carry out any works.

Risk Assessment and maintenance of the premises and equipment

Risk assessments are carried out on a regular basis. The purpose of the risk assessment is to determine what measures to take in order to establish safe systems of work and to comply with health and safety legislation. Any concerns about health and safety should be reported immediately to the headteacher or a senior member of the staff.

Inspections of the building and premises take place each week by the Site Manager and any health and safety issues are dealt with immediately.

This school completes risk assessments in the following areas: -

- Identified areas of the school and playground eg hall, boiler room, toilets etc
- Early Years areas
- New and expectant mothers
- School visits (Evolve)
- Outdoor play equipment
- P.E equipment and apparatus
- Craft/design and technology (e.g. – use of scissors – use of glue gun)
- Manual handling assessments for staff who have to move heavy/ awkward loads.
- Fire risk assessments
- Display Screen equipment assessments
- Control of substances hazardous to health assessments
- Cookery activities

- Swimming
- Lone working (e.g. Site Manager or teachers with parents)
- Contractors working on-site
- Security
- Electrical equipment, PAT tested each year
- Other risk assessments are undertaken as appropriate

Safety and maintenance of equipment

The Site Manager is responsible for arranging safety and maintenance checks annually or as appropriate:

- All electrical equipment in school
- The gas boiler and related plant
- P.E equipment
- Fire extinguishers
- Water boilers and coolers
- A full safety check of all mains electrical plant takes place every 5 years.

Staff are responsible for checking the safety of outdoor equipment before using it.

School curriculum

We teach the children about a wide range of health and safety matters and safeguarding issues across the curriculum in order to equip them with the skills, knowledge and understanding that will enable them to live positive, successful and healthy lives. Teachers take every opportunity to educate children in this regard in the normal school curriculum and through extra curricular activities.

Safety of children

It is the responsibility of each teacher to ensure that all curriculum activities are safe. If a teacher does have any concerns about pupil safety, they should draw them to the attention of the headteacher before the activity takes place. Parents sign an annual form to give permission for their child to take part in activities off school site.

We do not take any child off the school site without this permission. Parents may withdraw permission at any time, in which case the child would no longer take part in activities off the school site.

Children must not be left unsupervised in a classroom or other rooms in school.

Children should be taught to move safely around school; walking not running, hands out of pockets and with due care and attention for other, particularly smaller, children.

If an accident does happen, resulting in an injury to a child, a trained first aider will administer treatment as necessary. The names of trained first aiders are publicised on posters around school.

Design Technology

Members of Staff should ensure that:-

- Children are well supervised at all times.
- Protective clothing is worn when appropriate.
- Sharp edged tools are stored so that the cutting edge cannot be accidentally touched.
- All sharp tools are stored appropriately
- Scissors must be handled correctly and be of the round edged type.
- Glue guns should be trigger operated. If used by pupils, protective clothing and eye protection are required. They should NOT be used by children under 7 years of age. Only low temperature glue guns should be used.

School meals

Our school provides the opportunity for children via Facilities Management, to buy a meal at lunchtimes. Children in Reception class and KS1 receive Universal Free School Meals. In addition, parents are in receipt of certain benefits, may claim free school meals for their children. If children choose to bring their own packed lunch, we provide them with a suitable place to eat their lunch and provide water to drink; we supervise them during this time.

Our school promotes a healthy lifestyle. As sweets can damage children's teeth and cause obesity, we only allow sweets in school on special occasions. All children have access to water throughout the school day.

School uniform

It is our school policy that all children wear the school uniform when attending school, or when participating in a school-organized event outside normal school hours. We agree the requirements for school uniform with parents and we review these regularly.

On grounds of health and safety we do not allow children to wear jewellery in school unless it is a religious requirement. The exceptions to this rule are watches and ear-ring studs in pierced ears. We ask children to remove jewellery during PE and games.

School security and individuals' safety

While it is difficult to make the school site totally secure, we will do all we can to ensure the school is a safe environment for all who work or learn here.

We require all adult visitors to the school to sign in through our electronic system reception area, and to wear an identification badge at all times whilst on the school premises.

If any adult working in the school has suspicions that a person may be trespassing on the school site, they must inform the headteacher immediately. The headteacher will warn any intruder that they must leave the school site straight away. If the headteacher has any concerns that an intruder may cause harm to anyone on the school site, she will contact the police.

Ladders in school

Under no circumstances should staff use chairs or tables to stand on when mounting work on walls or carrying out similar activities. Step stools, which have been purchased especially for this activity, should always be used. If you need to work at a higher level than these will allow, please speak to the Site Manager about using step ladders.

School Trips

No visits out of school can take place unless a risk assessment has been made first. Risk assessment forms should be used for this and should be uploaded on to Evolve for the Head Teacher to authorise.

For visits that are deemed 'adventurous' the school will follow the Evolve guidelines and instructions.

Please refer to the school policy entitled Educational Visits Policy.

Seat belts and child seats

We only use coaches and mini-buses where adjustable seat belts are provided so that child seats are not necessary. We instruct the children to use seat belts at all times. If children are to be transported in an adult's car, the adult must have 'business use' for the car and must ensure that children are secure in their seats / child seats where appropriate. Unless travelling 'in convoy' with the minibus or other cars, there should be two adults in the car. This may be waived where an adult is transporting a child to or from school as a service to the parent.

Smoking

This school operates a No Smoking Policy throughout the premises. This includes e-cigarettes.

Violence to Staff

If any member of staff is subjected to physical aggression on school premises they **must** inform the Headteacher immediately. Staff are asked to keep written records of such episodes. A report form should be completed and sent to the council Health & Safety Officer. Appropriate steps will be taken by the Headteacher to deal with such a situation. If necessary, the Governors and LEA will be informed and involved.

Monitoring and review

The headteacher implements the school health, safety and welfare policy on a day-to-day basis, and ensures that all staff are aware of the details of the policy as it applies to them.

The headteacher reports to governors annually on health and safety issues.

This policy will be reviewed at least annually or at any time at the request of the governors.

Lidget Green Primary School and Children's Centre

Additional Safety Guidance for the EYFS

The safety of the children is our paramount concern and is the responsibility of all the staff and adults working in the EYFS. Anybody who notices a situation that seems unsafe should either take direct action or should bring it to the attention of the person responsible for that area. Concerns about equipment or procedure that might compromise safety should be referred to the Lead Teacher for the Foundation Stage

General Safety rules

The safety rules that would apply to any other area of school also apply to the Foundation Stage ; there are further considerations arising from the age of our children, the Foundation Stage curriculum and from the greater number of visitors that we have in the Nursery.

Water and sand spills should be cleaned up as soon as possible.

Children must not be allowed to run inside the classroom and should be encouraged to be aware of others when running outside.

All cleaning fluids must be kept in a locked cupboard (with the exception of washing up liquid, which must also be kept out of children's reach).

The kitchen door must be kept locked during session times. If the kitchen is being used then the safety gates on the kitchen doors must be kept closed.

Sharp knives should not be left in the sink or in the drainer. They must be stored in an appropriate container out of the reach of children. Work surfaces should be kept uncluttered as far as possible.

Children using knives to prepare snack must be closely supervised.

Snacks must not include nuts in any form. 'Birthday' sweets given out at the end of the day must not be 'hard' (boiled) sweets that present a choking hazard or include nuts in any form.

Plastic bags for later use should be loosely knotted and kept out of the reach of children; plastic bags for disposal should be tightly knotted and put in a bin.

The outside door should be kept 'locked' except during 'outdoor play' time.

If adults are to have a hot drink during the session times, they must use a safety mug.

Do not overload sockets and ensure that cables do not trail on the floor;

Staff handbags and mobile phones must be kept in the lockers provided.

Safety Rules for indoor play

Large block play should be confined to the construction area. Generally, children should be encouraged not to build higher than 4 large blocks but professional judgement should be used after considering:
the stability of the structure
the quality of play, the age of the children and the use of the structure
the level of adult supervision available

Children should be taught to be careful in their use of wedge shaped blocks.

Children should be taught to use and carry scissors and other tools in a safe manner.

Children must not use bricks or blocks as weapons.

Children must not climb on the shelves or other furniture.
Safety Rules for outdoor play
Adult Safety: Care must be taken when setting up outdoor play not to lift or move any piece of equipment unless you are comfortable doing so. Please seek help for heavy or awkward objects.
Setting up equipment
The setting up and, particularly the setting out, of equipment is often a matter for professional judgement. Practitioners should always be aware that children may use equipment in a manner that hadn't been planned for and should be prepared to change the layout any time that they feel safety has been compromised. Equipment must be checked for any damage or wear and tear that could compromise safety each day or as it is being put out and the check recorded on the risk assessment sheet.
The outdoor area should be checked for litter daily. If there is excrement, the surrounding area must be sanitised.
The first member of staff to take their children outside for outdoor play must ensure that both the blue gate and the grey metal gate at the end of the path are shut.
Take the position of the door, the windows and other equipment into account when setting out play equipment. Please pay particular attention to fire exit doors and fire routes.
It is preferable that bikes and other wheeled toys are kept separate from more 'static' activities unless a planned activity dictates otherwise.
Be aware of children's clothing: shoes may be unsuitable for climbing, coats may have toggles etc that can get caught.
In the summer children must have shoulders covered for outdoor play (spare T-shirts are available). Parents should be encouraged to apply sun lotion and send sunhats on sunny days
Rules for children
When jumping, children must land on a mat or the safety surface.
Children must not 'crash' wheeled vehicles.
The use of ropes must be carefully supervised; children should not swing ropes about and should be closely watched if using them to play 'horses' or similar.
Children must not be allowed into the outdoor store at any time.
When building with crates, these should be restricted to a specific area. Generally children should not build higher than 3 crates or 4 blocks but professional judgement must be used, after considering: the stability of the structure, the age of the children and use of the structure, the level of adult supervision.
If building a structure for balancing/climbing, children must not walk along or climb on crates which are stacked higher than 2 crates. Staff must check that crates are stacked securely.
Children should wear a waterproof outfit when playing in the water. If the weather is very warm, professional judgement should be used so that children do not get too hot.

In cold weather, staff must ensure that all play surfaces are not slippery from frost, ice and snow. If it is unsafe, children will not play outside.

Children must not climb on any equipment which is being stored under the shelter.