



## Colyton Caterpillars Early Education

### Early Years Health and Safety Policy

This policy was agreed by trustees/staff:	
Date of last review:	December 2023
Date of next review:	July 2024
Reviewed by:	K.Clode

- Any Hazardous chemicals or substances are kept in a safe place out of reach for children. See control of substances Hazardous to Health regulations 2002 (COSHH)
- Staff are advised on how to lift objects and children in accordance with COSHH – manual handling training annually.
- To provide adequate control of the Health and safety risks arising from our work activities;
- To consult with our employees on matters affecting their health and safety.
- To provide and maintain safe equipment.
- To ensure safe handling and use of substances.
- To provide information, instruction and supervision for employees.
- To ensure all employees are competent to do their tasks, and to give them adequate training.
- To prevent accidents and cases of work related ill health.
- To maintain safe and healthy working conditions and to review and revise this policy as necessary at regular intervals.
- To provide in house training.

#### **Health and safety**

Overall and final responsibility for health and safety is that of COLYTON CATERPILLAR'S COMMITTEE.

Day to day responsibility for ensuring this policy is put into practice is delegated to the

## SUPERVISING MANAGER.

To ensure health and safety standards are maintained/improved, the following people have responsibility in the following areas:

<u>Name</u>	<u>Responsibility</u>
Kate Clode	Risk assessment Health and safety
Dawn Bilton	Fire Marshall

### All employees have to:

- Co-operate with supervisors and managers on health and safety matters
- Not interfere with anything provided to safeguard their health and safety
- Take reasonable care of their own health and safety, and
- Report all health and safety concerns to an appropriate person.