



HEALTH AND SAFETY POLICY

At Hopscotch Kids Club we aim to:

Provide safe and healthy working conditions for all employees, and ensure that work done by employees does not adversely affect the health and safety of anyone else in the setting e.g children, parents, visitors etc.

Provide clear and effective communication of health and safety information to all employees to aid the development and promotion of high standards of health and safety.

Provide information, instruction and training so that high standards of health and safety are maintained.

Encourage all employees to set a high standard of health and safety awareness by personal example in order that all persons entering the premises and all employees, who may be affected by their actions are not put at personal risk.

Clearly establish the allocation of health and safety duties and responsibilities for all our employees on the premises.

Provide procedures for dealing with identified risks including equipment, fire prevention and good housekeeping.

Establish and maintain safe systems and methods of work whilst on the premises.

Establish and maintain incident, injury or dangerous occurrence reporting procedures.

Provide safety equipment and clothing to assist in the elimination of hazards and ensure that work operations can be carried out safely.

Establish and maintain procedures for introducing new equipment, substances and processes.

Establish and maintain emergency procedures for evacuation from the premises in the event of a fire. (See Fire Evacuation Policy.)

The club is a smoke-free environment, no-one is to smoke on or near the premises inside or out.

This policy was adopted by: Hopscotch Kids Club	Date:
To be reviewed: September 2019	Signed: