A picture containing text

Description automatically generated0.1 Health and safety procedures

**01.2 Group rooms and corridors**

* Significant changes such as structural alterations or extensions are reported to Ofsted. A risk assessment is done to ensure the security of the building during building work.
* Door handles are placed high or alternative safety measures are in place.
* Chairs are stacked safely and not too high.
* There are no trailing wires.
* Windows are opened regularly to ensure flow of air.
* Floors are properly dried after mopping up spills or wet signs used, area kept safe.
* Floor coverings are checked for signs of wear and tear.
* Staff hold the hand of toddlers and children who require assistance.
* Materials and equipment are not generally stored in child accessible areas, but where this is the case, it is stored safely and does not block clear access or way out.
* Walkways are uncluttered and adequately lit.
* All doors and windows are checked to ensure that safety and security is maintained, especially in areas that are not often used, or where there is access to outdoors
* Socket safety inserts are left in place as advised following extended period of use. Socket covers (that cover the whole socket and switch) may be used, please note these are different to socket inserts.
* There are no dangling cords from blinds etc. Stage curtain cord is secured safely and checked daily.