



Health and Safety Policy

Brilliant Play considers health and safety to be of utmost importance. We comply with The Health and Safety at Work Act 1974 and the Workplace (Health, Safety and Welfare) Regulations 1992 at all times.

Brilliant Play has appropriate insurance cover, including employer's liability insurance and public liability insurance.

Each member of staff follows the **Health and Safety** policy and is responsible for:

- Maintaining a safe environment
- Taking reasonable care for the health and safety of themselves and others attending session
- Reporting all accidents and incidents which have caused injury or damage or may do so in the future
- Undertaking relevant health and safety training when required to do so by the manager.

Any member of staff who disregards safety instructions or recognised safe practices will be subject to disciplinary procedures.

Responsibilities

The Director for the setting hold ultimate responsibility and liability for the safe operation of the organisations activities. They will ensure that:

- All staff receive information on health and safety matters, and receive training where necessary
- The **Health and Safety** policy and procedures are reviewed regularly
- Staff understand and follow health and safety procedures
- Risk Benefit assessments are in place for all sites and regular activities
- Resources are provided to meet health and safety responsibilities



- All accidents, incidents and dangerous occurrences are properly reported and recorded. This includes informing Ofsted, child protection agencies and the Health and Safety Executive under RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995) where appropriate.
- All reported accidents, incidents and dangerous occurrences are reviewed, so that preventative measures can be taken.

Lead Playworker responsibilities

The Lead Playworkers are responsible for ensuring that at each session:

- Everyone working or volunteering at the session has seen the up to date risk benefit assessment for the site.
- Premises are clean, well lit, adequately ventilated (if indoors) and maintained at an appropriate temperature
- All equipment is safely and securely stored in between sessions
- A working telephone is available on the premises at all times
- Chemicals and cleaning materials are stored appropriately, and in accordance with COSHH data sheets.
- External pathways are cleared in severe weather
- Daily environment checks are carried out and recorded.

Risk Benefit Assessment

Each site has an up to date Risk Benefit assessment that takes into account physical features and regularly undertaken activities. These should be updated after an accident or incident that requires a change in procedure or practice. Dynamic Risk Benefit assessment should be used for situations that occur and are not covered by written Risk Benefit assessments. See Appendix for Dynamic Risk Assessment Flow Chart and Play Balance Diagram

Security



Children are not allowed to leave the session premises during the session unless prior permission has been given by the parents.

During sessions all external entrances are kept locked except where operational protocols say otherwise, with the exception of fire doors (if indoors.) Staff monitor the entrances and exits to the premises throughout the session.

All visitors to the session must sign the **Visitor Log** and give the reason for their visit. Visitors will never be left alone with the children.

Security procedures will be regularly reviewed by the manager, in consultation with staff and parents.

Equipment

All tools, furniture, toys, loose parts and equipment are kept clean, well maintained and in good repair. We select toys, equipment and resources with care, and we carry out risk assessments before the children are allowed to use them. Broken toys, loose parts and equipment are disposed of promptly.

We ensure that any flammable equipment is stored safely.

Food and personal hygiene

Staff at Brilliant Play maintain high standards of personal hygiene, and take all practicable steps to prevent and control the spread of infection.

A generally clean environment is maintained at all times where practicable.



- Toilets are cleaned daily and soap and hand drying facilities are always available.
- Staff are trained in food hygiene where applicable and follow appropriate guidelines.
- Waste is disposed of safely and all bins are kept covered.
- Staff ensure that children wash/sanitise their hands before handling food or drink and after using the toilet.
- Cuts and abrasions (whether on children or staff) are kept covered.

Dealing with body fluids

Spillages of blood, vomit, urine and faeces will be cleaned up immediately.

Manual Handling

Manual handling is one of the major causes of absence through injury in the workplace. At Brilliant Play we work with our staff, provide training, and undertake risk assessments in order to eliminate hazardous manual handling activities as far as possible.

This policy is written with reference to the *Health and Safety at Work Act 1974*, which places a duty on employers “to ensure so far as is reasonably practicable, the health, safety and welfare of its employees”, and to the *Manual Handling Operations Regulations 1992 (as amended)*.

Procedure

In order to limit the risk of injury from manual handling operations, we will:

- Eliminate hazardous manual handling activities, as far as is reasonably practicable
- Assess the risks associated with any manual handling activities that cannot be avoided.



The purpose of the risk assessment is to reduce the risk of injury to the lowest possible levels, and should consider:

- The task
- The load
- The individual undertaking the task
- The working environment.

The main manual handling hazard is likely to be the setting-up and clearing-away of equipment. This is unavoidable, but staff should carry out the operation with reference to the guidance given in the manual handling training that we provide. It may be necessary to seek the assistance of an additional member of staff in order to minimise the risk of injury, for example when carrying tables and other heavy or bulky items.

Employee's duties

It is the responsibility of all staff to:

- Comply with any instructions and training provided in safe manual handling techniques
- Not put their own health and safety or that of others at risk by carrying out unsafe manual handling activities
- Report to the Manager any problems which may affect their ability to undertake manual handling activities, including physical/medical conditions (eg pregnancy, back problems).

In summary

Avoid Whenever possible, avoid manual handling situations.

Assess If avoidance is not possible, make a proper assessment of the hazard and risks.

Reduce Reduce the risk of injury by defining and implementing a safe system of work.

Review Review your systems regularly, to monitor the overall effectiveness of the policy



Staffing levels

Staff ratios and levels of supervision are always appropriate to the number, ages and abilities of the children present, and to the risks associated with the activities being undertaken. A minimum of two members of staff are on duty at any time where children are in our care.

Related policies

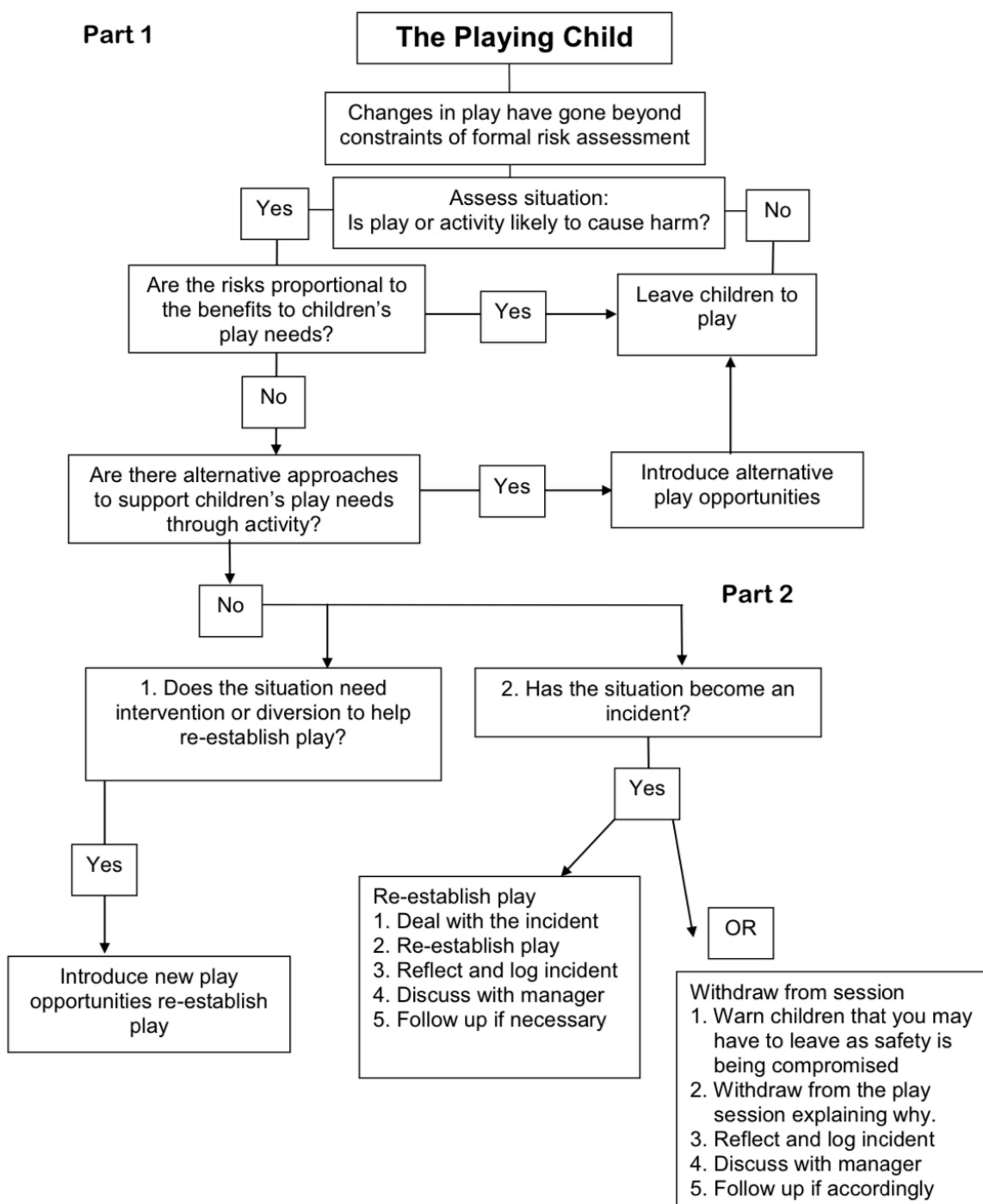
See also our related policies: **Illness and Accidents**, **Safeguarding**, **Administering Medication**, **Manual Handling**, and **Intimate Care**.

This policy was adopted by: Brilliant Play	Date Jan 25
To be reviewed: Jan 2026	Signed: C.Chapman



Dynamic Risk Assessment

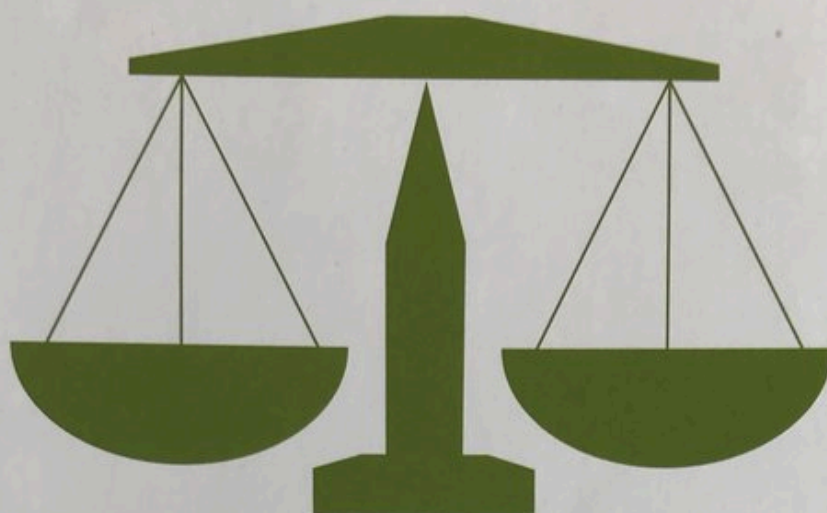
Part 1





The 'risk-benefit balance' (Ball, 2002)

THE PLAY BALANCE



BENEFITS

- Play value
 - social
 - physical
 - psychological learning
 - How to cope with real risks
- Learning
 - how to cope with real risks
- Reduced risk exposure
 - relocates children from greater exposure

DISBENEFITS

- Accidents
- Costs of provision
 - capital
 - revenue
- Litigation
- Bad publicity

CHARACTERISTICS OF BENEFITS/DISBENEFITS

- Intangible
- A matter of belief
- The whole picture
- Not really amenable to measurement
- Gestalt therapy
- Value driven

- Tangible
- All too real
- The reductionist view
- Measurable by science
- Evidence-based therapy
- Value-driven