

Femtos Learning Hub

Health & Safety Policy

1. Our Commitment

Femtos Learning Hub is committed to providing a safe, well-maintained environment for children, staff, families and visitors.

We take a **proportionate, risk-based approach** to health and safety. Our aim is not to remove all risk from learning, but to identify and manage risks appropriately so that children can safely take part in practical, challenging and engaging experiences.

We comply with applicable health and safety legislation, including the **Health and Safety at Work etc. Act 1974**.

2. Responsibilities

Femtos has overall responsibility for ensuring appropriate health and safety arrangements are in place.

Health & Safety Lead: Syd

All staff are responsible for:

- taking reasonable care of themselves and others;
- following safety procedures and risk assessments;
- providing appropriate supervision;
- reporting hazards, defects, accidents, incidents and near misses;
- using equipment and substances safely; and
- taking action where they identify an immediate safety risk.

Children are expected to follow reasonable safety instructions appropriate to their age and understanding.

3. Risk Assessment & Safe Activities

Risk assessments are used to identify and manage significant risks associated with our premises, activities and equipment.

Particular consideration is given to activities involving:

- science experiments and laboratory equipment;
- chemicals and substances;
- electrical or specialist equipment;
- tools and practical project work;
- cooking and food preparation;
- outdoor activities; and
- trips and off-site learning.

Children will receive appropriate safety instructions and supervision before and during activities.

Equipment, materials and areas of the Hub may be restricted where appropriate. **Being visible or accessible does not mean equipment is available for unrestricted use.**

Activities may be adapted, stopped or withdrawn where staff consider there is an unacceptable risk to a child or others.

4. Premises, Equipment & Security

We take reasonable steps to ensure that:

- premises and equipment are maintained in a safe condition;
- appropriate fire detection, evacuation and first-aid arrangements are in place;
- hazardous substances are appropriately stored and managed;
- defects and hazards are addressed promptly;
- entrances, exits and access to restricted areas are appropriately managed; and
- visitors follow Femtinis' access and safeguarding procedures.

Staff undertake appropriate checks of the environment and equipment and remove items from use where they are considered unsafe.

5. Accidents, Incidents & Emergencies

Accidents, injuries, significant incidents and near misses will be responded to appropriately and recorded where required.

Parents/carers will be informed where appropriate.

Serious incidents will be reviewed to identify whether changes to equipment, activities, supervision, procedures or risk assessments are required.

Femtinis will report accidents, dangerous occurrences or other incidents to the **Health and Safety Executive, Ofsted or another relevant authority where legally required.**

Emergency and evacuation arrangements are covered by our separate procedures.

6. Hygiene & Infection Control

Femtos maintains appropriate standards of cleanliness, food hygiene and infection control.

Staff and children are encouraged to follow good hand and personal hygiene practices, and spillages or contamination will be dealt with safely.

Children who are unwell should not attend where their illness may significantly affect their ability to participate safely or presents an unreasonable risk of infection to others.

7. Supervision & Safe Practice

Supervision will take account of:

- the number and ages of children;
- the nature and risk of the activity;
- the environment;
- the equipment being used; and
- the individual needs and abilities of the children participating.

Where a child requires a level of individual supervision beyond that normally provided within the group, arrangements will be managed in accordance with our **Admissions & Participation Policy**.

8. Review & Related Policies

Health and safety is an ongoing responsibility. Risk assessments, incidents, near misses and changes to our premises or activities will be used to identify improvements where necessary.

This policy should be read alongside our:

- Risk Assessments;
- Fire Safety & Evacuation procedures;
- First Aid procedures;
- Food Safety arrangements;
- Safeguarding & Child Protection Policy;
- Admissions & Participation Policy; and
- relevant activity-specific safety procedures.

Safe does not mean risk-free. It means risks are understood, managed and proportionate to the learning taking place.