

HEALTH AND SAFETY IN THE GARDEN.

Each morning, checks will be made to ensure that garden exits are secure and evacuation routes clear.

Checks will be made for:-

Litter/objects from outside premises.

Defects on equipment.

Equipment made safe if icy/wiped down.

Any defects will be reported the Head Teacher.

First aid box, black bag containing ice packs, wipes gloves, accident and incident forms and pen is situated in the storage box in the teachers area.

The emergency whistle will also be hung on the fence.

A current list of children's allergies/medication will be kept inside the box and updated regularly.

In the event of an incident in the garden,

The supervising adult/s will adhere to the operating policy for action required if a child needs medical attention and noting the following guidelines:-

Assess the situation.

Make the area safe.

Supervising adult working with groups of children in the garden will wear a whistle, which will be blown loudly to alert members of staff indoors who will -

- Come and assist with the casualty if necessary.
- Supervise remaining children.
- Call 999 if hospital treatment is required.

Then adhere to medical emergency policy.

All first aid accidents will be recorded on the 'Record of Accidents' sheet, signed and witnessed by staff and shown to parent/carer who will sign. This will then be filed in the accident book and a copy given to the parent/carer concerned. Any incident which may occur will be recorded in duplicate on incident forms, signed by staff and parents/carers concerned and a copy given to parties involved in the incident.

WHEN WHISTLE IS BLOWN, CHILDREN MUST STOP AND LISTEN TO SUPERVISING ADULT.