

## PLAYGROUND PROCEDURE

Playground activities should be a happy time for children and an opportunity for them to enjoy themselves in a less restricted environment where they can run, jump, climb and shout in safe and happy surroundings. They should learn to play safely and cooperatively with their peers, taking turns and sharing toys and equipment.

1. The playground should be checked each morning for safety, by the first person out, before the children go out. Any rubbish, bottles and broken equipment must be removed. If it has been raining, dry the play equipment.
2. Children must always be supervised in the playground. No less than two staff should be in the playground at any one time.
3. A member of staff should go out first before the children, they should watch, and help if necessary, the children coming down the slope.
4. Once in the playground, the children should be discouraged from playing on the steps, the ramp and the garden.
5. While we want the children to enjoy themselves in the playground, safety is of the greatest importance. Children should be observed on the equipment and encouraged to use it correctly i.e. sliding down the slides in a sitting position, only one person at a time on the bikes and cars and the correct number of children using the climbing equipment.
6. When sand or water is out a member staff must be beside the equipment at all times. Children should wear hats when playing with the sand. Children must NEVER be left unattended near water.
7. In hot weather children should wear sun hats and have sun cream applied (according to parents preferences)
8. In winter children should be adequately clothed. If a child does not have a coat, use one of the spare nursery coats. Cold weather should not prevent the children from going out to play, ensure they are kept moving by playing games that involve running and jumping etc.
9. Do not take children in the playground if it is raining.
10. The times for playground activities may vary according to circumstances and weather conditions, it does not have to be kept strictly to the timetable.
11. At the end of each playtime check that no child has been left outside. Look inside playhouses.
12. Outdoor toys should be tidied away at the end of the afternoon session, they may be used again in aftercare as long as they are put away.

