

SAFETY

The safety of pupils and staff at Mayville is paramount and all staff are trained in appropriate procedures to be taken in the event of an accident or other difficulty.

The buildings housing Nursery children are kept secure and access is monitored. Detailed records of arrival and departure times are maintained. Records of visitors to the provision are maintained.

The Nursery Manager is a member of the School's Health and Safety Committee as is the Senior Teacher, Nursery and Pre-prep. They have delegated authority from the Headteacher to ensure that the day to day running of their departments is safe.

Risk Assessments

There are procedures for the main activities within the Nursery – all staff must be aware of these – in addition it is the responsibility of all staff to ensure that all equipment they use and any activities they undertake are safe and appropriate to the age and ability of the children.

Risk Assessments for activities are undertaken by the Nursery Manager, Deputy Manager and Senior Teacher Pre-prep and Nursery – they will ask for input from other members of staff.