

Once Upon A Time Nursery
56 Railway Terrace
Llanelli
Carms



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The Health and Welfare of Staff

The nursery takes very seriously the need to safeguard the health and welfare of all our staff. We pay particular attention to the assessment and prevention of work-related stress, thus complying with health and safety law. If a member of staff is experiencing stress at work, s/he should inform the managers without delay.

The nursery will not tolerate violence, threatening behaviour or abuse directed against members of staff. If such incidents do occur, the nursery will take the matter very seriously.

The nursery carries out regular risk assessments, with the object of keeping the nursery environment safe.

The Health and Safety Officer implements the nursery's health and safety policy on a day-to-day basis, and ensure that all staff are aware of the details of the policy as it applies to them.

Practitioners taking medication which they believe may affect their ability to care for children should seek medical advice and only work directly with children if that advice is that the medication is unlikely to impair their ability to look after children.

Practitioners must not be under the influence of alcohol or any other substance which may affect their ability to care for children.

Staff must use protective aprons and gloves provided when changing

children's nappies.

Staff should not lift anything heavy but call for assistance, if lifting a child then the correct lifting procedure must be followed.

Dress Code

Staff must follow our dress code at all times. The dress code is detailed during the induction process.

Staff Breaks

It is the responsibility of the nursery manager to ensure that all staff working five hours or more take a break of 15 minutes and 45 minutes dependant on their contract and hours worked whilst ensuring that ratios are maintained.

Personal Hygiene

Staff must follow the personal hygiene code at all times and encourage children to adopt the same good personal hygiene code themselves.

Hands must be washed before handling food, after using the toilet or toileting children, after playing outside, wiping noses and after contact with animals.

After noses are wiped the tissue should be disposed of hygienically and hands should be washed.

The nursery is committed to providing a safe, happy and healthy environment for children to play, grow and learn. Cleanliness is a vital step to ensure this. The nursery will be cleaned every evening and regular checks will be made in the toilets, these will be cleaned daily (more if necessary). The nappy changing facilities will be cleaned after every use and potties will be cleaned out after each use. Any mess caused throughout the day will be cleaned up as necessary to ensure that a hygienic environment is provided for the children in our care.

