



Health and Safety Policy

Taunton Home Education has a duty of care to group members and others who may be affected by our activities which means we need to do what we can to protect people from harm.

To that end, we:

- Carry out risk assessments of all events/activities.
- Ensure hazards at venues for group activities are either removed or mitigated. Particular risks associated with an activity are identified and either action is taken to change the activity to reduce the risk or timely information is given to participants to enable them to keep themselves safer.
- Consider the particular needs of participants – for example very young children, disabled people – and take action to avoid risks.
- Check equipment such as smoke alarms, hot glue guns etc to ensure they are working correctly.
- Highlight precautions for the use of equipment for specific activities.
- Maintain two easily accessible BS-8599-1 compliant first aid kits at Weir Lodge (one in the kitchen, one near main door for outdoor emergencies) – with at least one to be taken with us on group meet-ups such as picnics or at other premises.
- Maintain an Accident Book where we write down accidents, who was hurt, how they were hurt, what was done (if anything) to treat with basic first aid.
- Where possible ensure that a trained first aider is present at public events.
- Have our own Fire Safety Policy and Procedures (see Fire Safety Policy document).
- Display the poster 'Staying Safe and Happy' which is used to outline key points for children and the poster 'Kitchen Safety' which outlines basic safety rules for children and parents when we are baking, cooking or preparing food.(see Appendix)

Specific risks highlighted at Weir Lodge

These include: a busy car park; proximity to a main road and the fact that play areas are not always enclosed as gates are not always closed and are currently impossible to lock; risk of injury through incorrect use of trampoline; the presence of an uncovered pond in the garden; and other natural hazards such as the large number of very old trees.

Parents are clearly informed of the risks at Weir Lodge and are required to stay with, supervise and be responsible for the safety of their own children while on site and this is specified in our behaviour management policy. They are also required to sign a form indicating that they understand these risks and accept responsibility for their own child/children's safety.

Attention is also paid to the broader wellbeing of participants for example toilet facilities are always available, drinking water and other refreshments are available and participants are advised if they need specific clothing for a particular activity.

In order to keep our children safe, we will also:

- Value, listen to and respect the children and young people who come to our group meets/classes.
- Provide information, guidance and advice in relation to child welfare issues.
- Take practical steps to ensure a safe physical environment for meets/classes (for example reducing hazards) and make parents/carers aware of specific risks.
- Provide information to parents about when they should keep children suffering from contagious illnesses away from meet ups
- Follow and enforce the rules set out above.

When should we not attend

Here are our guidelines on attending group meets/classes when you or your child is suffering from a **contagious illness** – based on advice from Public Health England. If something is not listed below it is because PHE do not consider it something that can spread through contact with others:

- For infections involving diarrhoea or vomiting please wait 48 hours from last episode of diarrhoea or vomiting.
- Chicken pox – wait until all vesicles have crusted over.
- German measles –keep away for four days from onset of rash.
- Shingles - Exclude only if rash is weeping and cannot be covered.
- Diphtheria. Exclusion is essential. Always consult with your local HPT – family members need to be cleared too.
- Flu – wait till you are fully recovered.
- Hepatitis A – keep away until seven days after onset of jaundice (or seven days after symptom onset if no jaundice).
- Impetigo – wait until lesions are crusted and healed, or 48 hours after starting antibiotic treatment.
- Measles – exclude yourself for four days from onset of rash.
- Meningitis (bacterial/septicaemia)– wait till fully recovered.

- Mumps – Exclude child for five days after onset of swelling.
- Scabies - Child can return after first treatment.
- Scarlet Fever - Child can return 24 hours after starting appropriate antibiotic treatment.
- Tuberculosis – consult your local public health adviser, (requires prolonged close contact to be spread).
- Whooping Cough – Don't attend for five days from starting antibiotic treatment, or 21 days from onset of illness if no antibiotic treatment

Appendix: Staying safe and happy poster and Kitchen Safety poster

Staying safe and happy

This is a place where everyone should feel safe and happy. So to make sure this happens, we have simple rules for everyone.



Our Rules

DO.....

✓ Talk politely to each other



✓ Listen to each other



✓ Respect each other's differences



✓ Be kind and helpful



DON'T...

X Pick on anyone or call them names



X Take or damage other people's things



X Hurt or threaten to hurt anyone (NO kicking, pushing, biting, hitting)



X Run in the kitchen or where babies are playing



If you don't feel safe and happy or start feeling angry or overwhelmed get help from a grown-up who you trust.

Kitchen Safety

We love cooking and baking!! Here are some guidelines to avoid problems while having fun.

Parents : REMEMBER it is up to you to keep your child(ren) safe in the kitchen x



1. Wash your hands before and after handling food.

your sleeves.

2. Tie back long hair and roll up



3. Ideally wear an apron to protect your clothes.

4. Follow instructions carefully.

5. Always ask your parent/carer before handling knives or hot things.



6. Handle knives and other sharp things like graters with care. Careful opening tins too the

top edges can be really sharp. Get a grown up to help.

7. When using a knife cut away from yourself and chop down onto a chopping board.



8. Always use oven gloves to take hot dishes out of the oven or microwave.

9. Turn handles of pans away from the front of the stove when cooking so they won't get knocked off.

10. Never use foil or metal dishes in the microwave - if you are not sure if something is OK to go in the microwave ask Caroline.



Microwave Safe



11. Don't run around the room.

12. Wipe up spills immediately or tell a grown up about a spill so they can sort it out.



13. Clean your bowls, spoons and other cooking equipment in warm soapy water then dry them up and put them back for the next person - or stack them on the side if it is the end of a session x



14. Always store your makes and bakes in the right way when you get them home - ask Caroline if you are not sure how long they will keep for or how to store them. If in doubt pop it in the fridge covered in cling film or foil.



IF YOU ARE NOT SURE ABOUT SOMETHING OR GET IN A PICKLE ASK A GROWN UP FOR HELP.

Note: We don't cook with meat, fish or dairy in this kitchen only vegetables, fruits, nuts and pulses and occasionally fresh cruelty-free eggs from our hens so there is much less chance of getting food poisoning!

We have a heat detector in this kitchen.

If a pan goes on fire don't deal with it yourself - get a grown up. Remember don't throw water on something containing oil; instead: wet a tea towel, wring it out and throw that over. We will be getting a fire blanket too soon in case of things like that eek!