



# St Tudy Pre-school

## Equipment and resources

Our pre-school is committed to providing children with a stimulating and safe environment. We will do all we can to make our premises welcoming and friendly to children, their parents/guardians/carers and any other visitors.

The pre-school's premises are safe, secure and adequately spacious for its purpose. The environment and atmosphere of the pre-school is welcoming to children and offers access to the necessary facilities for a broad and varied programme of activities.

The pre-school is committed to taking every possible step to ensure that all children have equal access to facilities, activities and play opportunities; including children with special educational needs and/or disabilities

The pre-school's premises comply with all the requirements of the Disability Discrimination Act 2005 and 1995, Equality Act 2010 and all other relevant regulations and guidance stipulated by Ofsted and registered bodies which we adhere to.

The manager and staff are responsible for ensuring that the pre-school's premises are clean, well lit with daylight the main source of light, adequately ventilated and maintained at an appropriate temperature. Daily safety checks are carried out and completed in our daily check list and any problems reported immediately to a playing field Trustee – Dave Holborrow or Sarah Northcott , to ensure that the facilities are maintained in a suitable state of repair and decoration.

During the opening hours the premises are used by and solely available to the pre-school, its staff and the children, as far as this is possible. The pre-school will do all it can to maintain an open layout, allowing children to choose from a variety of play opportunities. All children will have adequate space to play and interact freely, we adhere to Ofsted inspection guidelines regarding adequate space being available for the different age groups space per child.

We have adequate toilet and wash hand basins at our facility, there are 3 toilets and 2 wash hand basins accessible just for the children's use. One of these toilets will be used by staff and for disabled use if required. This is located in the same room as the baby changing unit.

No child will have access to our kitchen area unless adequately supervised and relevant risk assessment's completed. To ensure safety we have a fitted stair gate barrier to minimize risk of entry.

Members of staff will have access to the preschool telephone at all times, located in the manager's office.

There is a lockable cupboard used to store our paint, glue and craft . All other resources are stored in cupboard either around the classroom or in the lockable cupboards situated in each room.

## Outdoor Play

We have an enclosed outdoor area which is used for sand and water play or outdoor painting. We have optional use of the play equipment situated in the park on the playing field. The playing field offers opportunities for outdoor activities such as sports, riding bikes etc. Our pre-school really enjoys and takes full advantage of outdoor play in stimulating children's creative play skills and learning.

Outdoor play areas will be well maintained.

The pre-school also has an allotment of which will be used for planting, growing opportunities for the children throughout the year.

In the event of snow or ice on external walkways staff will ensure that this is regularly cleared and kept safe.

Staff will make sure there is a regular supply of water available to children at all times, especially in hot conditions. The children have their own labelled bottles which are cleaned daily and available for children throughout the day. In such circumstances staff will also ensure that children are adequately protected from the sun, according to the provisions set out in the Administering medicines, Illness and Emergency policy.

## Nappy changing facilities and spare clothes

At our pre-school we understand and fully ensure that all the children using our facilities have everything they need to be clean and comfortable.

We do request parents/guardians/carers to provide spare clothes in case of accidents, wetting, becoming muddy from outdoor play etc, but in case of emergency we have a large stock of spare clothing, wellies, coats, shoes etc to cover all necessary issues.

If a child is potty training we have adequate toilet facilities for smaller children and a potty if they prefer it.

If a child/baby is still in nappies we have the designated baby changing area to ensure they are safely and adequately changed. We have stock of baby wipes and nappies in case of emergency.

## Staff rest area or Parent discussion area

During breaks for staff they can use either room in the preschool (when not in use by children).

For private discussions with parents/guardians/carers regarding their child or anything remotely confidential these will take place in the managers office.

**This policy was adopted at a meeting of: St Tudy Pre-school**

**Held on:** .....

**Date to be reviewed:** .....

**Signed on behalf of the committee:** .....

**Name of signatory:** Emma Sleeman

**Role of Signatory:** Chair, St Tudy Pre-school

