



NORTH STAR NURSERY AND HOLIDAY CLUB EQUIPMENT, RESOURCES AND GARDEN POLICY

This policy is written with guidance from the Pre-school Learning Alliance and 4Children, providing supportive evidence for National Standards 3-9 and with reference to the EYFS Statutory Framework. Its purpose is to inform practitioners of expected practice and provision and clients of how activities are cared for and replenished.

Statement of Intent & Aim

We believe that high quality care and education is promoted by providing children with safe, hygienic, attractive, age and stage appropriate resources, toys and equipment. We are committed to providing children and young people with access to a wide range of equipment that stimulates enjoyment, learning and development, both indoors and outdoors, allowing children to access free-flow when it is safe to do so.

Methods

In order to achieve this aim:

- We provide play equipment and resources which are safe and where applicable – conform to the BSEN safety standards or Toys (Safety) Regulation (1995)
- Equipment will be properly maintained and inspected by staff when setting up. All electrical toys and equipment are subject to PAT (portable appliance testing)
- We provide a sufficient quantity of equipment and resources for the number of children
- We provide resources which promote all areas of children's learning and development, child or adult led, allowing for children's individual needs and preferences
- We select books, equipment and resources which promote positive images of people with regard to culture, ethnicity, gender and disability, being non-discriminatory and avoid racial and gender stereotyping. Resources will, whenever possible, show men and women in a variety of roles and jobs, and people with different disabilities being both active and creative. Examples of everyday life will portray people from a variety of family groupings and cultural backgrounds in a range of non-stereotypical roles
- We provide made, natural and recycled materials which are cleaned regularly throughout the year, in good condition and safe for the children to use
- We store and display resources and equipment where children can independently choose and select them
- We check all resources and equipment regularly as they are set out at the beginning of each session and put away at the end of each session. We also check equipment and resources during play allowing children to see broken equipment in order to make them safety-aware.
- We consider the weather conditions are safe for outdoor play throughout the day. Considering the age and stage of the children in our care and the severity of the weather condition – thunder and lightning, hailstones, extreme heat, ice, deep snow, heavy rain, fog, strong winds.
- We will check/risk assess the garden before the children play outside, set up the garden and ensure appropriate paperwork is completed. We will maintain tidiness/awareness of hazards when outside and involve the children in respecting their surroundings. We will make sure the garden is tidy and all equipment is properly stored away in their designated areas at the end of the session
- We will ensure that all children can play safely outside through a combination of supervision, education and protection from hazards.
- We will enable children to repeat their indoor activities in the outdoor environment whenever possible
- We repair clean, or replace any unsafe, worn out, dirty or damaged equipment, or label as unsafe and remove from children's reach if immediate time scales do not allow for repair and cleaning
- We keep an inventory of resources and equipment, which is aimed to be updated annually
- We use the inventory to:

- Review the balance of resources and equipment so that they can support a range of activities across all areas of play, learning and development
 - To support our cleaning schedules
 - To make staff aware of the range of resources available
- We provide adequate insurance cover for the pre-school's resources and equipment
 - We use the local library to introduce new books and a variety of resources to support children's interests
 - We plan the provision of activities and appropriate resources so that a balance of familiar equipment and resources and new exciting challenges are offered
 - New equipment is purchased according to the "needs, wants and wish lists" compiled by the staff working in each age group. We utilise these lists in accordance with strong recommendations from other professionals such as Ofsted Inspectors, Early Years Advisors and training providers
 - Staff members from each room are responsible for the termly upkeep of the Inventory Records which are recorded by the Office Administrator and reported to the Nursery Manager. Any broken or damaged equipment will be reported to the Nursery Manager.

This policy links to:	Health and Safety Policy Health and Safety Handbook Staff Handbook Risk Assessment Policy Equality and Diversity Policy Special Educational Needs Policy Accessibility Plan and Table Sun Protection Policy Staff Induction Staff Training
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Policy Review History	
March 2014	v.1
September 2016	v.2

This policy will be reviewed in September 2018 unless a review of events, legislation or guidance from health professionals or Ofsted indicates that a review should take place sooner.