



**MAYVILLE
HIGH SCHOOL**
Founded in 1897

Early Years Foundation Stage

Behaviour & Premises Policy

Managing Children's Behaviour

Children's behaviour is managed appropriately according to their age and stage of development. We praise and promote positive behaviour and never use any punishment which could adversely affect a child's well-being. Any form of corporal punishment is strictly forbidden.

We keep records of any physical interventions on School Base and always inform parents as soon as is reasonably practicable.

Safety and suitability of premises, environment and equipment

Safety:

We monitor and check the premises, including overall floor space and outdoor spaces, to ensure they are fit for purpose and suitable for the age of children cared for and the activities provided on the premises. We ensure we comply with requirements of health and safety legislation (including fire safety and hygiene requirements).

We take all reasonable steps to ensure the safety of children, staff and others on the premises in the case of fire or any other emergency, and have an emergency evacuation procedure. We have appropriate fire detection and control equipment including fire alarms, smoke detectors, fire blankets and fire extinguishers which are checked and maintained on a rolling programme to ensure they are in working order. Fire exits are clearly identifiable, and fire doors are free of obstruction and easily opened from the inside.

Smoking & Vaping:

We do not allow smoking in or on the premises. Staff must not vape or use e-cigarettes on the premises.

Premises:

The Early Years Department has a suite of classrooms on the ground floor. We use the following formula when calculating the capacity of each room.

- Two year olds: 2.5 m² per child
- Children aged three to five years: 2.3 m² per child

There is a dedicated outdoor area exclusively for children in the Early Years together with the shared playground and playing fields which are a short drive from the school. Outdoor activities are planned and taken on a daily basis (unless circumstances make this inappropriate, for example unsafe weather conditions).

We understand our responsibilities under the Equality Act 2010 to make reasonable adjustments for children with disabilities.

Sleeping children are frequently checked to ensure that they are safe and cots/bedding is checked

on a regular basis to ensure they are in good condition and suited to the age of the child. Children are placed down to sleep safely in line with latest government safety information.

There are an adequate number of toilets and hand basins available together with suitable hygienic changing facilities for changing any children who are in nappies. There is a plentiful supply of clean bedding, towels, spare clothes and any other necessary items and we have our own dedicated washing machine.

The Blue Room is a designated area where staff may talk to parents and/or carers confidentially and staff can use the staff room for breaks away from the children.

We only release children into the care of individuals who have been approved by the parent and always ensure that children do not leave the premises unsupervised. We have a door entry system to prevent unauthorised persons entering the premises, and use a password procedure for checking the identity of visitors.

Insurance:

We have public liability insurance to cover all premises used for childcare.