



## **HEALTH AND SAFETY POLICY**

All door ways and floor areas are kept clear at all times.

Appropriate footwear and clothing must be worn and long hair must be tied back.

A register is taken before each class.

All children must be collected by a designated adult; we must be informed in writing if any child is to be allowed to leave the building on their own.

Children are not permitted into the kitchen area.

No jewellery or chewing gum is permitted in class.

In case of fire all students will exit the building via the appropriate fire exit under the instruction of their class leader and assemble in the appropriate meeting point for register check.