

0.1 Health and safety procedures

01.2 Group Rooms, Stairways and Corridors Procedure

To be read alongside Health and Safety Policy and Procedures 01.1–01.22

Our Approach

Peekaboo Childcare ensures that all group rooms, stairways and corridors are safe, well-maintained, and suitable for young children, families, staff and visitors. These areas are monitored continuously to reduce hazards and support a safe learning environment.

Significant structural alterations, extensions, or building changes are reported to Ofsted, and a risk assessment is completed to ensure security and safety during any construction work.

General Safety Measures

- Door handles are positioned high, or alternative safety mechanisms are used to prevent children exiting unsupervised.
- Chairs are stacked safely and never too high.
- Trailing wires are removed and secured to avoid tripping hazards.
- Radiators are set to a safe temperature to prevent burns and radiator covers are used where necessary.
- Windows are opened regularly to promote fresh air and ventilation.
- Spillages are cleaned promptly, and floors are dried thoroughly to prevent slips.

Baby Areas (starfish room)

- Staff and visitors remove outdoor shoes before entering the baby room to maintain hygiene and safety.

Stairways and Corridors

- Children are not permitted unsupervised access to stairways or corridors.
- A secure gate is fitted at the bottom of the outdoor steps leading to the front garden.
- Corridor flooring is checked routinely for signs of wear or damage.
- Children walk upstairs one at a time, holding the rail and an adult's hand for support.
- Staff hold the hands of any child needing assistance.
- Staff only help one child at a time when going up/down the stairs

- Staff ensure one hand is always free when helping children on the stairs - they must not carry anything else in their hands.

Storage and Access

- Materials and equipment are not stored in corridors; where temporary storage is unavoidable, clear access and fire exits must be maintained.
- Walkways and stairs remain uncluttered at all times.
- Stairways and corridors, especially rarely used areas or those with outdoor access, are checked regularly to ensure security.

Electrical and Window Safety

- Socket safety inserts are not used, as modern plug sockets are designed to prevent electrocution.
- Full socket covers (covering the entire socket and switch) are used when appropriate—these differ from dangerous inserts.
- Blinds with cords are avoided; if corded blinds exist, cords are secured using cleats with no dangling cords in reach of children.

This procedure ensures that all movement areas within Peekaboo Childcare remain safe, fully accessible, and appropriate for children's daily routines.