

Equipment and Resources Procedure

- All resources and equipment we provide will be age and stage appropriate for the children in our setting.
- All the resources and equipment will meet the needs of every individual child. This includes ensuring that the setting has enough equipment and resources to meet the need of every child on a daily basis.
- All equipment used in the setting will reflect a variety of cultures to help teach the children about diversity and open the pathway to educating children about these cultures. Furthermore, the setting will have a wide array of resources that promote all aspects of humanity in a positive light; this includes all nine of the protected characteristics which we feel children need to be aware of.
- Equipment will be provided to help educate the children about the seasons and the world around us.
- When the setting receives new equipment, the staff will do a risk assessment to ensure the new resource is safe for the children and follow the BSEN safety standards or toys (safety) regulations (1995)
- Staff will then be required to monitor the equipment and check it every week to ensure that it is still safe for the children to use. Any resources that are not safe to use will be discarded appropriately.
- A daily risk assessment will be carried out in each room before the children arrive and after they leave to ensure everything is safe them.
- All equipment will be stored around the setting and kept at a child's height; this ensures that the children can freely access the resources that they find most enjoyable at any given time. In addition to this, additional resources may be purchased if the staff believe that it can benefit the child's learning.
- Any broken equipment will need to be disposed of correctly and a replacement ordered.
- If there are missing pieces from a set these must be found or replaced.
- If an accident is to occur when using a piece of equipment then an incident form needs to be completed and the equipment will need to be risk assessed again.