



# ALL SEASONS

CHILDREN'S LEARNING CENTER

## **Safety Policies**

*It is important that all staff members at All Seasons Children's Learning Center observe and practice standard safety guidelines to ensure the welfare of every child. The staff will be required to read and acknowledge receipt of the School's safety policies.*

## **Prevention**

- The children must be at all times under direct adult supervision.
- Fighting is not allowed; running and throwing objects is not permitted.
- Children will not be allowed to climb on indoor furniture such as worktables, desks and chairs.
- Children will not be allowed to be barefoot about the school with the exception of a prescribed activity or during naptime.
- Children will not be allowed to color on the walls or table surfaces.
- Children will not be allowed to play unattended with water in the restrooms.
- Children will not be allowed to play with blunt objects such as scissors unless supervised by an adult as part of a class activity.
- Children will not be allowed to enter the kitchen unsupervised.
- Children will not be allowed outside unless a staff or adult is present.
- All electric outlets shall remain covered.
- No toys or equipment with easily removable small parts shall be allowed.
- No suckers, gum or hard candy is allowed.
- All poisonous substances are stored in a locked cupboard out of the reach of children.
- Medications shall not be stored in the same cupboard as poisonous materials.

## **Playground Supervision**

*Supervising the children in the playground is as important a task as supervising children in the classroom. The physical welfare and safety of the children need to be the staff person's first consideration.*

- Do not congregate into groups with other adults. Spread out throughout the playground, with each adult supervising a specific group of children and a specific piece of equipment.
- Stand so that you are in a position to forestall possible accidents. If you are engaged in helping one child, stand so that you can see the group. Do not stand with your back to the group.
- An open mug containing hot liquid will not be allowed in the yard or in the classroom.
- Check the equipment daily. Be sure that slides and other climbing equipment is firmly affixed, nails or screws are not loose, and that there are no sharp edges. If a piece of equipment needs to be repaired, make sure the children do not use it and notify the administration of what needs to be done.
- Give special attention to the high climbing equipment or portable toys.
- Make sure that each child's clothing is adjusted to the weather.
- Children should not be allowed to go into the building alone if there is no one else on the premises.
- If a child is hurt or injured, notify the other staff members that you must go into the building so that they can watch your group.
- Children must never go home with unwashed hands and face. If a child soils, he or she must be changed immediately.