

Equipment Policy

Our club is committed to providing children with access to a wide range of equipment that stimulates enjoyment, learning and development both indoors and outdoors.

All furniture, toys and equipment are kept clean, well maintained and in good repair and in accordance with BS EN safety standards or the Toys (Safety) Regulations (1995) where applicable.

Equipment will be properly maintained and inspected in accordance with the manufacturers instructions. All electrical toys and equipment are subject PAT (Portable Appliance Testing) this is done annually through school and that relevant staff are trained on the correct use of computers and other IT equipment.

Levels of staff supervision will be sufficient to ensure the safety of the children is assured and set according to the type of equipment being used, along with the ages and number of children involved in a given activity.

All equipment and resources will be selected with care, and risk assessments are carried out before the purchase of new toys and equipment.

The club has equipment and resources suitable for all children currently in attendance, including those with special needs, physical disabilities and for those whose English is not their first language.

The clubs equipment and resources reflects positive images with regard to culture, ethnicity, gender and disability.

Resources will whenever possible show men and women in a variety of roles and jobs, and people with different abilities being both active and creative. Examples of every day life will portray people from a variety of family groupings and cultural backgrounds in a range of non-stereotypical roles.

Outside of clubs opening hours all equipment will be kept in a suitable and secure location, safe from unauthorised access or use. When discovered defective or broken equipment will be taken out of use and disposed of. Flammable equipment will be stored in a safe location away from sources heat and/or naked flames. Where appropriate any defective or broken equipment will be replaced as soon as possible.

The Senior Play Worker or designated member of staff will keep a formal record of any item of equipment loaned to a member of staff, a voluntary organisation or a parent/carer to ensure that it is returned on time in a good state.

Signed _____ **(Manager)** _____ **(Date)**

Signed _____ **(Chairperson)** _____ **(Date)**