

## MAINTENANCE OF EQUIPMENT

As equipment is put out it must be visually checked to ensure that it is safe for the children to use. Any concerns must be reported to the Setting Manager who must make the decision to remove the equipment from use if it is felt to be no longer attractive to the children or in a damaged unsafe state. It is the Managers responsibility to check if the equipment can be repaired. If this is not possible it should be disposed of appropriately and the equipment list should be updated.

It is also important that the Club maintains an acceptable balance of equipment and any shortfall areas should be identified and addressed.

### Out of Doors Equipment

Small apparatus used for play outside must be checked regularly. Any large play equipment such as fixed climbing frame apparatus should be securely anchored to the ground and have safety surfacing below. This equipment will belong to the school and if necessary permission should be gained from the school to use the equipment. This equipment must comply with British Safety Standards. Children should be supervised at all times when climbing frames are being used. Children should also be reminded of simple safety rules – e.g. not going beyond their own reach, holding on tightly, wearing appropriate clothes and shoes. If there is a safety issue with school owned apparatus it should not be used and school should be informed. A dated note should be made of who was informed.

### Visits Out of the Club

It is important that the person supervising the group of children SHOULD NOT allow the children to use any apparatus which appears to be damaged or unsafe.

Reviewed 2024