

Chemicals – Managing Them Safely (COSHH)

This policy represents the agreed principles for COSHH in the Nursery. All Nursery staff, representing Jack in the Box Nursery have agreed this policy.

At Jack in the Box, we aim to provide the highest quality education and care for all our children. We provide a warm welcome to each individual child and family and offer a caring environment where all children can learn and develop to become curious independent learners within their play.

Please read this policy in conjunction with our Data Protection policy for the information collected by Jack in the Box on the control of substances hazardous to health, the professionals this information may be shared with and the retention periods this data is held for.

(COSHH = Control of Substances Hazardous to Health)

The Company only authorises employees to use, handle, store or otherwise come into contact with substances or chemicals at work which are specified in the Company's COSHH Assessment Manual. Please see Health and safety file

All premises have been issued with a specific COSHH Manual which outlines the general provisions of the Regulations, general safety requirements when handling hazardous substances, preventative measures to be taken etc. The Manual must also contain manufacturer's safety data sheets and COSHH Assessments for products used within the premises.

Remember, COSHH covers all substances which may be hazardous to health and will include some aerosols, paints, turpentine etc.

GENERAL PRECAUTIONS

Applying the simple following rules should ensure safety in the use of these substances:

- * Always read instructions on container labels e.g. if the substance should only be used in well-ventilated areas do not use in confined or poorly ventilated area.
- * Do not mix substances unless the manufacturer indicates that it is safe to do so.
- * Do not keep substances in unmarked and unlabelled containers. Ensure every such container is clearly labelled.

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- * Do not decant chemicals into containers used for drink, food or play items.
- * Clean spillages up immediately. Do not leave spillages unattended where there is a risk to others. One team member should remain by the spillage to warn people whilst sending another team member to fetch a warning sign and cleaning implements.

This policy was agreed by the management team during: September 2024

This policy was adopted by the managers and staff in September 2024

Signed on behalf of Jack in the Box manager:.....

Staff Signatures: