

Zainabiya Madressa Health, Welfare and Safety Policy

The safety of children is of paramount importance.

To ensure the safety and welfare of both children and staff, Zainabiya Madressa will ensure that:

- Adults supervise all Reception, Year 1 and Year 2 children at all times and children are always within sight of an adult
- A book is available in the Madressa office for reporting of accidents/incidents
- Equipment is checked regularly, and dangerous items are repaired or discarded
- Fire doors are never obstructed
- Fire/heaters are adequately guarded
- Children do not have unsupervised access to kitchens, cookers and any cupboards storing hazardous materials
- Fire drills are held at least once a year
- A register of both adults and children is completed as people arrive, so that a complete record of all those present is available in an emergency
- A first aid box is always available
- Fire extinguishers are checked annually, and staff know how to use them

The premises are checked before locking up at the end of the day.

Health and Hygiene

This is achieved in the following ways:

Illness:

Parents are asked to keep their children at home if they have an infection and to inform the Madressa.

Parents are asked not to bring into Madressa any child who has been vomiting or has had diarrhoea within the last 24 hours.

Cut or open sores, whether on adults or children, will be covered with appropriate dressing. The Madressa will ensure that the first aid equipment is kept clean, replenished, and replaced as necessary. Sterile items will be kept sealed in their packages until needed.

Cleaning procedures will be implemented to ensure hygiene standards are maintained.

The Madressa will maintain a list of students with allergies and medical conditions and the management team will ensure all necessary precautions are in place to ensure any child with medical issues are appropriately protected. The Madressa will work in conjunction with parents to ensure all safety measures are in place.

First Aid/Medication

A First Aider to be on site every Madressa Sunday.

If your child requires any medication to be administered, please note that only you as a parent can administer this as it is not something that Madressa is responsible for. Madressa Teachers or Admin will administer EpiPens if required in an emergency- please be aware the children must carry their own EpiPen. **It is vital that parents inform us of any allergies (including food) to make us aware of any medication your child is taking and whether you'll be coming to Madressa to give this medication**

The Madressa has a **NO NUT** policy. Please ensure your child does not bring any foods containing nuts into Madressa (this includes in the play areas and the car park).

Fire Safety

A fire evacuation plan is in place and is easily accessible throughout the building. A regular fire drill shall be conducted on an annual basis.

Updated May 2024

Changes to the Policy

The Madressa reserves the right to make any changes and revisions to, or withdraw all or parts of, this policy from time to time as it considers appropriate without prior consultation or notice.