

9. Equipment and Resources Procedure

Version number	Dates produced & approved	Reason for production & revision	Author	Locations	Proposed next review date
V1.0	Jan 2010	First adopted	Cttee	Dropbox.com Website	
V2.0	Jul 2016	Reviewed	C Timbrell	Dropbox.com Website	Jul 2017
V3.0	Nov 2017	Reviewed, updated & version controlled	K Coupe	Dropbox.com Website	2019/20
V4.0	2 Nov 2020	Reviewed & Updated	R Powell	Dropbox.com Website	Nov 2021
V5-0	25 Apr 2022	Updated as follows: <ul style="list-style-type: none"> • list of associate policies and procedures section as per EY services safeguarding audit (section 175/157) 2022; • amendment to “statement of intent” 	K Coupe & D Burton	Dropbox.com Laptop	Apr 2024

Statement of Intent

We believe that high quality care and education is promoted by providing children with safe, clean, age and stage appropriate resources, toys and equipment. We also believe in bringing the outside in using leaves, sticks, etc as part of our learning.

Aim

We aim to provide children with resources and equipment which help to consolidate and extend their knowledge, skills, interests and aptitudes.

Methods

In order to achieve this aim:

- We provide play equipment and resources which are safe and – where applicable – conform to the BSEN safety standards or Toys (Safety) Regulation (1995).
- We provide a sufficient quantity of equipment and resources for the number of children but we also encourage to share.
- We provide resources which promote all areas of children’s learning and development, which may be child- or adult-led.
- We select books, equipment and resources which promote positive images of people of all races, cultures and abilities, are non-discriminatory and avoid racial and gender stereotyping.
- We provide play equipment and resources which promote continuity and progression, provide sufficient challenge and meet the needs and interests of all children.
- We provide made, natural and recycled materials which are clean, in good condition and safe for the children to use.
- We provide furniture which is suitable for children and furniture which is suitable for adults.

- We store and display resources and equipment where children can independently choose and select them;
- We check all resources and equipment regularly as they are set out at the beginning of each session and put away at the end of each session. We repair and clean, or replace any unsafe, worn out, dirty or damaged equipment.
- We keep an inventory of resources and equipment.
- We use the inventory to:
 - review the balance of resources and equipment so that they can support a range of activities across all areas of play, learning and development; and
 - record the dates and results of checking the resources and equipment.
- We provide adequate insurance cover for North Nibley Pre-school's equipment and resources.
- We plan the provision of activities and appropriate resources so that a balance of familiar equipment and resources and new exciting challenges are offered.

During a Pandemic, we are limited to the resources we can use due to not being able to clean regularly such as soft toys, dressing up clothes etc. We will always make sure the children have an extensive variety of toys and resources available. Equipment is cleaned frequently during the session.

Associated policies and procedures

- 11 Health and Safety