**BTEC Diploma Health & Social Care**

**BTEC– Unit 3**

**Assignment 2 TASK 2 M1**  **Submission date**: 18th April 2017 (25% = 24/4/15)

**Task:**

Your manager has asked you to produce a report describing how health and safety legislation, policies and procedures promote the safety of individuals in the setting. This should be attractive and easy to read as it will be displayed on the notice board in the staff room.

***General Notes & Tips***

**Describe** – Give a clear, straightforward description that includes the main points and links these together logically.

**Remember for all of your BTEC Health & Social Care Coursework**

***Self- check: Tick the boxes when you have checked that have completed each task***

* **Font Style**: Comic Sans
* **Header**: Your name and Group.
* **Bold and underline the title it should be in the centre of the page.**
* **Have you completed all the necessary steps?**
* **Proof read and spell check all of your work before submission for assessment.**
* **Save any work to the hard drive on your computer from USB. Email copies of your work to yourself as an attachment.**
* **You will need to save all previously assessed work and hand it back in with any re-drafts of your work.**

**Task 2 - Produce a report that could be given to new members of staff describing how health and safety legislation, policies and procedures promote the safety of individuals in the setting.**

1. Write a **description** of how Legislation (Acts & Regulations) promotes the safety of individuals in a nursery.

Here you should explain why is it important the nursery complies with the Statutory Framework for Early Years foundation Stage2012 (England) and Health & Safety Legislation. You should then describe how they do this – how do they safeguard children – eg staff DBS checks, staff-service user ratios, training; access to premises. What policies would a nursery have to support safeguarding?

You should describe how Health & safety law is implemented in the nursery setting. Give examples of the policies and procedures (including checks) developed from the legislation/ regulations eg health and safety, reporting accidents, disposal of body wastes, storage and dispensing of medicines, fire evacuation, lone working, security of premises, possessions and individuals, cleaning, food safety. Give descriptions of how these policies protect individuals.

Describe who is responsible according to legal and organisational requirements for health & safety following organisational safety and security procedures.,

You might like to consider eg writing and ensuring the policies and procedures are up to date; for, making risk assessments, minimising risks, dealing with incidents & emergencies, working with others to ensure health, safety and security, reporting of and maintaining records of incidents and emergencies.

 Describe the role of the individual in maintaining their own health and safety and protecting children, staff and other from accidents, injuries and illness. eg maintaining a safe working environment for children, staff and visitors, promoting children’s health and wellbeing understanding limits of own responsibilities, keeping self-safe.

**Ensure your work is referenced and that you include a bibliography. Remember to research thoroughly and use the sources available on Connect.**