Lift use Policy

At Wood Wharf Kindergarten, we believe that high-quality care and early learning is promoted by providing children with safe environment.

To ensure this occurs within the nursery we will:

* Request that parents do not use the lift if it will disrupt the preschool children- this means the lift cannot be used in core hours of the day (between 9.30 and 5.00)
* The lift must not be used in the event of a fire.
* The lift is for a maximum of two adults and 6 children at any one time.
* Children must not operate the lift.
* If there are any visual or mechanical defects with the lift a member of the management team must be informed immediately.
* Staff must not use their mobile phone in the lift- only the staff room or the office are appropriate spaces to have private conversations,
* The lift must have a service agreement in order to review its safety.
* The doors to the lift must not be blocked.
* The children should not be in the lift when food is being transported.
* When children are using the lift with their parents, the parent has a duty of care to keep their child safe.

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| This policy was adopted on | Signed on behalf of the nursery | Date for review |
| *29/6/2024* | *Heleanna Phair*  | *29.6.2024* |
| *Reviewed 15.11.23* | *Heleanna Phair* | *15.11.24* |