

PLAY

INCLUDING:

- **EQUIPMENT & RESOURCES**

Roundabout recognises the importance of all the children who attend having sufficient time and good places to play freely as part of their day. Playing is one of the most important aspects of their lives and it helps to contribute to a child's health, wellbeing and happiness as well as to their ability to learn. Most importantly playing contributes to children's ability to thrive and survive.

Our club believes that we can make a very positive contribution to the children's lives by valuing their urge and desire to play and by providing a broad range of play opportunities within the club and the school's playground before, during and after the school day. We aim to ensure that children can create and/or seek out challenging situations; while making the most of their play some children may have accidents, get dirty or wet or upset.

Roundabout recognises that any potential risk of harm to children needs to be balanced with the potential for good that may come from their taking part in a particular form of play. We will do our best to avoid children coming to serious physical or emotional harm by carefully managing and supervising the play opportunities that we provide. Levels of staff supervision will be sufficient to ensure that the safety of children is assured and set according to the type of equipment being used, along with the ages and number of children involved in a given activity.

Roundabout believes that a Playworkers attitude towards, and understanding of, children's play behaviour will have a significant effect on the quality of the play opportunities offered within and outside the school, we will always therefore seek out training opportunities and support research among the

staff so that they are confident to facilitate children's freely chosen, self-motivated play. Our Club has equipment and resources suitable for all children currently in attendance, irrespective of their ability and for those children whom English is not their first language. The Club's equipment and resources will reflect positive images with regard to culture, ethnicity, gender, and abilities.

EQUIPMENT & RESOURCES:

Equipment - Toys, books, board games, bikes etc.

- Things that are kept at the club and don't need replacing on a regular basis.

Resources - Pens, paper, paint, card, craft items etc.

- Things the children use and then they need replacing.

Roundabout is committed to providing children with access to a wide range of equipment that stimulates enjoyment, learning and development, both indoors and outdoors.

All furniture, toys and equipment will be kept clean, well maintained and in good repair and in accordance with BS EN safety standards or the Toys (Safety) Regulations (1995) where applicable. All equipment and resources will be selected with care, and risk assessments carried out before new toys and equipment are purchased, according to the principles of the Risk Assessment Policy.

Equipment will be properly maintained and inspected in accordance with the manufacturer's instructions. All electrical toys and equipment are subject to PAT (Portable Appliance Testing), and that relevant staff are trained on the correct use of computers and other IT equipment. Equipment will be checked as it is used and faulty items will be reported to the Manager/Deputy and taken out of use until it can be safely repaired, recycled or disposed of. Every three months the Deputy will thoroughly check all equipment for faults and safe operation and will update the inventory as appropriate.

PROCEDURE FOR OBTAINING, RECORDING AND DISPOSAL OF EQUIPMENT/RESOURCES:

EQUIPMENT:

All new equipment bought will be logged on the current Inventory sheet; this will then be signed by the Manager/Deputy.

If there is a guarantee, they need to be recorded and the date it expires. A copy of the receipt will be used for accounting purposes and the original will be stored in the grey tin and kept in the filing cabinet. Removal of equipment will be recorded on the current Inventory by the Deputy Manager.

RESOURCES:

It will be for the Manager to make sure that all monies are spent wisely. Playworkers will discuss at team meetings resources needed for:-

- Activities
- Cleaning
- Stationery
- Snacks and drinks
- Items required to help maintain the smooth running of the club.

Resources will be used in an appropriate manner relating to their availability and economic value whilst still providing stimulating activities for the children/young people but with the minimum of waste.

All planned activities will be discussed with the Manager to make the best use of appropriate resources and relevant costing. This can also be discussed at the weekly team meetings but the Manager will make time available to discuss issues on a one to one basis if this is required.

Resources can be discussed at team meetings along with any achievements or difficulties experienced with an activity. This enables the team to discuss matters and gain knowledge from each other's experiences. Where possible the team should use recyclable materials, this is good for the environment but also frees up financial resources for items which have to be bought in.