

## Equipment Policy

Jimmy Grimboll's 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 and equipment are kept clean, well maintained and in good repair and in accordance with BS EN safety standards or the Toys (Safety) Regulations (1995) where applicable.

Equipment will be properly maintained and inspected in accordance with the manufacturer's instructions. All electrical toys and equipment are subject to annual PAT (Portable Appliance Testing) which is carried out through the school. Relevant staff are trained in the correct use of computers and other IT equipment.

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.

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.

The Club has equipment and resources suitable for all children that may possibly be in attendance, including those with special needs, and for those for whom English is not their first language.

**The Club's equipment and resources reflects positive images with regard to culture, ethnicity, gender and disability.**

*Venture Trails Ltd*

**Resources will, whenever possible, show men and women in a variety of roles and jobs, and people with different abilities being both active and creative. Examples of everyday life will portray people from a variety of family groupings and cultural backgrounds in a range of non-stereotypical roles.**

**Outside a Club's opening hours, all equipment will be kept in a suitable and secure location; safe from unauthorised access or use. When discovered, defective or broken equipment will be taken out of use and stored in a safe places before being disposed of. Flammable equipment will be stored in a safe location away from sources of heat and/or naked flames.**

**The Management Team will be responsible for planning and reviewing the stock of equipment and annually updating the Club's Inventory Record. The Inventory Record must include all electrical items, all items valued at £50 or more and any item not otherwise included that is considered to be at high risk of theft. The Inventory Record will be kept in the Club's records and be updated whenever a new item is added or when an old item is removed from use.**

**Equipment throughout this policy refers to such things as books and toys whilst resources could include posters, pens, craft items and papers.**