

Equipment

PopSoc is dedicated to maintaining a wide range of equipment for use both indoors and outdoors which is suitable for the children in the club, meets the various needs and abilities of club users and stimulates enjoyment, learning and development.

Therefore, PopSoc will ensure that:

- ∇ Toys, furniture and equipment are well-maintained, clean and in good repair, along with being in accordance with BS EN safety standards or the Toys (Safety) Regulations (1995) where applicable. Any toys or equipment not up to this standard will be removed from the premises. Regular checks will ensure that this occurs. Playworkers are encouraged to be vigilant about the play equipment used by the children.
- ∇ All electrical toys and equipment are subject to PAT (Portable Appliance Testing).
- ∇ PopSoc will ensure that staff are aware of the appropriate use of the IT equipment.
- ∇ The correct minimum staff/child ratios will be maintained at all times. However, when necessary, (for example if an activity is deemed riskier than usual) more staff will be deployed to provide added support. At all times the supervisor will ensure that the level of supervision given around the building for each activity is appropriate.
- ∇ 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 equipment and resources available in the club will be suitable for all children currently in attendance, including those with special educational needs, physical disabilities and for those for whom English is not their first language.
- ∇ The club's equipment and resources reflect positive images with regard to culture, ethnicity, gender and disability.

Resources will, whenever possible, show men and women in a variety of roles and jobs, and people with varying abilities being both active and creative. Examples of

every day life will portray people from a variety of family groupings and cultural backgrounds and in a range of non-stereotypical roles.

The club provides a wide selection of books that are regularly updated, as financial resources allow. The selection will always include reference books, dual language books and a range of age-appropriate formats. Staff are encouraged to select books that reflect a multicultural society, challenge stereotypes, meet the educational needs of the children and offer stimulation. The club will also borrow a variety of books from schools and libraries in order to ensure a regular arrival of a new selection of books.

Outside the club's opening hours, all equipment will be kept in a suitable and secure location, safe from unauthorised access or use. Flammable equipment will be stored in a safe location away from sources of heat and/or naked flame.

It is the manager's responsibility to review the stock of equipment regularly and to replenish as appropriate.

Policy written October 2008

Policy agreed