

# Electrical and Gas Safety Policy

At Wood St Nursery we ensure that electricity and gas are managed safely.

## ***Electrical Safety***

- There are three separate electric circuits within the whole church premises. The mains supply to the buildings can be switched off using the main isolation switch at the back of the Church. This is located in a cupboard on the right hand side of the alcove that is situated between the two doors to the street.
- In the event of a circuit tripping, there is a fuse box in the Nursery cupboard, in the Vestry, and in the Alcove at the back of the church.
- A current **Electrical Installation Condition Inspection Report** is held in the nursery's **Building Compliance and Safety Certificates and Reports** folder along with **Electrical Certificates** for work carried out within the Nursery Halls effecting electrical circuits.
- All electrical items over a year old within the Nursery have a PAT (Portable Appliance Test).

## ***Gas safety***

- The gas supply to the buildings can be switched off using the gas safety shut-off valve (a red lever) at the back of the Church. This is located low down in the cupboard on the left hand side of the alcove that is situated between the two doors to the street.
- If any member of staff or the public can smell gas on the nursery premises or within the Church or Family Centre the gas supply will be turned off immediately and a report made to

### **National Gas Emergencies on 0800 111 999**

Staff and children will be taken to the garden, or will follow instructions from the Designated Health and Safety Officer, until an inspector declares the premises free from gas.

- A current **Gas Safety Certificate** for the boiler is held in the nursery's **Building Compliance and Safety Certificates and Reports** folder, and is renewed annually by the church.