

# Use of Pond Policy and Procedure

1. Whether or not the pond is in use the gate must be kept closed and bolted at all times.
2. No child will have access to the pond area unless a qualified member of staff accompanies them.
3. Only **Competent 3 year olds\*** will go in the pond area, there must be a staff ratio of one member of staff to a maximum of 3 children

Children under 3 years will not have access to the pond area.

Children will only be included in pond activities at the discretion of the adult in charge.

4. If the adult in charge is required to leave the pond area, then he/she has to either take the children out of the area too or be replaced by another qualified member of staff before leaving the area.
5. The member of staff using the pond area must check that the gate is securely locked and the key is returned to the correct place as soon as they have finished in the pond area.

**\*Competent 3year olds-** children that are able to understand and follow instructions.

**Children and staff must thoroughly wash their hands after going in the pond area.**

**Other related documents: Health and Safety Policy**

**All policies are subject to regular review  
This policy was reviewed: March 2011**