

01 Health and safety procedures

**01.16 Festival (and other) decorations**

**General**

* Basic safety precautions apply equally to decorations put up for any festival as well as to general decorations in the setting. Children are informed of dangers and safe behaviour, relative to their level of understanding.

**Electrical equipment.**

* Electrical equipment (a light, extension leads etc) must be electrically tested *before* use.
* Electrical leads are arranged in such a way that they do not create a trip hazard.

**Location**

* Trees and decorations must never obstruct walkways or fire exits.
* Do not place decorations on or close to electrical equipment (e.g. computers); they are a fire hazard.
* Decorations must be clear of the ceiling fire detectors, sprinklers, and lights.

**Children’s areas**

* Christmas trees are placed where children cannot pull them over.
* Glass decorations are not used.