

## 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.

#### Decorations

- Only fire-retardant decorations and fire-retardant artificial Christmas trees are used.

#### Electrical equipment.

- Electrical equipment is electrically tested annually.
- Tree lights are placed close to an electrical socket to avoid using extension leads. If extension leads are used, they are always fully uncoiled to avoid overheating.
- Lights are unplugged at the end of the day.
- Electrical leads are arranged in such a way that they do not create a trip hazard.

#### Location

- Trees and decorations do not obstruct walkways or fire exits.
- Decorations are not placed on or close to electrical equipment.
- Decorations are clear of the ceiling fire detectors, sprinklers, and lights.

#### Children's areas

- Christmas trees are secured so that children cannot pull them over.
- Glass decorations are not used.