**Portlethen Primary School Nursery**

**Sand & Water Tray Policy**

**Policy Statement**

The purpose of this policy is to ensure that all children and staff adhere to rules and procedures when using communal play trays for children.

**Procedures**

* The water tray will be filled with fresh water at the beginning of each nursery session
* Hot water is to be used in advance of the children arriving at nursery in order not to pose a risk to the health and safety of the children
* All containers used for filling up the sand and water trays are maintained in a good state of repair and replaced when needed
* The water in the water tray is **never** topped up and is always refreshed completely
* Once the trays have been emptied and cleaned with hot water and anti-bacterial detergent, they are then dried with paper towels
* The length of the nursery session is restricted to free play times and the number of children using the facility is monitored
* Toys used in the water tray are drained each day. They are cleaned with hot water and anti-bacterial detergent and then dried with paper towels before putting them in storage.
* There are dedicated toys for the water and sand trays
* The water tray is not used during an outbreak of infectious diseases. Children with eye infections, skin lesions or open wounds will not undertake play in the sand and water trays
* The water tray is supervised as part of the wet area responsibility and children are told not to drink the water. Straws and blowpipes are not permitted in the sand and water trays.