

Mercia Primary Academy Trust



Avoid Finger Trapping Policy

Policy Status and Review

Date:	June 2021
Review Date:	June 2023
Signed by Director:	
Date Signed:	

Avoid Finger Trapping Policy

We are committed to ensuring the Welfare, Safety and Security of everyone involved with our school. Our work with Pupils and their Families in understanding the importance of Value, Respect and developing confidence is held in high esteem by a wide range of external partners. We agree that these high quality expectations should apply to all members of our community.

We have a series of Health and Safety, Safeguarding, SEN and Welfare Policies which set up the working practices that will ensure all adults are also protected and supported in their expectation of Value, Respect and confidence in their actions and those of others.

Where the Policy States “Manager” this refers to Mr R Lane, Executive Headteacher.

This Policy is deemed to apply to both adults and children and everyone in our community including families, staff and partners.

To support the Policy there is a Compliments and Complaints Procedure for Parents and Partners and a Grievance Procedure for staff.

This Policy links with
Safeguarding welfare of children Policies
Early Years Welfare requirements
Health and Safety Policies
Complaints Procedure

Mercia Primary Academy Trust has a Code of Conduct for all adults, staff, parents, and partners which we expect everyone on our site to adhere to. If there are breaches of the Code the matter will be dealt with by the Headteacher and where appropriate Governing Body.

Avoiding Finger Trapping

Headteachers and Health and Safety Coordinators should be aware of the potential hazards presented to young children by unprotected door hinges and the precautions that should be considered to minimise the risk of injuries occurring.

Accidents have occurred (mainly in Nursery, First and Primary schools) where younger pupils' fingers have become trapped in the hinged side of unprotected doors. Injuries sustained in this way tend to be of a serious nature such as crushing and/or amputation.

Less frequent incidents have also been reported by Special and Middle schools.

1. Risk Assessment

Although all doors can pose a potential hazard, we have carried out a **risk assessment** to identify any significant risks and to determine the precautions that are required to prevent injury to anyone who may be especially vulnerable e.g. young children.

Particular attention should be paid to the following:

- Doors next to areas where pupils congregate;
- Doors which pupils queue beside for lunch or other reasons;
- Doors near entrances;
- Doors which are susceptible to strong winds;
- Doors which have created problems in the past (check accident records);
- Heavy doors (with or without door closers).

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Risk assessments should be reviewed whenever there is a change of use in a particular area. Schools should also consider whether it will be necessary to install anti-trap devices in extensions and new builds.

2. Control Measures

Once risks have been assessed, **control measures** may need to be implemented, for example:

- Installing **proprietary finger protection devices** (see Product and Supplier information) on all doors identified as posing a significant risk. This is the most effective and the preferred option where young children are present.

Finger Protection devices are installed on all doors posing a risk, they have been obtained from a recommended supplier

- Adjusting or replacing defective door closers to regulate the speed at which doors close.
- Ensuring that all doors are inspected periodically - including door closers and any existing finger protection devices.
- Ensuring that young children are not permitted to congregate near doors, unless absolutely necessary and adequately supervised.

All pupils are supervised when moving through doors as a large group.

Pupils may need to access doors alone as part of their learning for independence. Particular attention is paid to the safety of these doors

Also, schools may wish to consider giving regular education to staff and pupils on dangers of finger trapping.

Finger trapping forms a part of the annual Health and Safety Briefing for staff and awareness of this policy highlighted

Pupils are reminded of the risks of Finger trapping at the beginning of the year in class Briefings about rules and being safe.

Reminders are given following any incidents

3. Recording a risk assessment

Schools must record their risk assessment of finger trapping.

Finger Trapping Risk assessment is included in site health and safety Risk Assessment

4. Checks to doors and finger protection devices

Like any other hazard, doors and any devices fitted on them should be visually checked regularly to ensure they are in good condition. Where finger protection devices are installed, they should be visually inspected on a regular basis. The inspections should check for damage or deterioration in the devices so that appropriate remedial action can be taken.

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5. In addition to regular checks, you should encourage all staff to be vigilant and report damaged devices.

Monitoring, evaluation and review

The school will review this policy annually and assess its implementation and effectiveness. The policy will be promoted and implemented throughout the school.

This information can be made available in a range of formats and languages, including Braille and large print. If this would be useful to you or someone you know, please contact your Directorate HR Unit.

A signed copy of this document is available from the school office.

Version Control

Version	Date Approved	Changes	Reasons for Alterations
Feb 2016		none	
July 2018		None	
Oct 2020		None	
March 2021		Added a range of different formats.	Accessibility.