

Hambleton Pre-School

Safeguarding and Welfare Requirement: Safety & Suitability of Premises, Environment & Equipment



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8.4 Risk assessment

Policy statement

Our setting believes that the health and safety of children is of paramount importance. We make our setting a safe and healthy place for children, parents, staff and volunteers by assessing and minimising the hazards and risks to enable the children to thrive in a healthy and safe environment.

This policy is based on the Pre-school Learning Alliance risk assessment processes, which follow five steps as follows:

- Identification of a risk: Where is it and what is it?
- Who is at risk: Childcare staff, children, parents, Visitors.
- Assessment as to whether the level of a risk is high, medium, low. This takes into account both the likelihood of it happening, as well as the possible impact if it did.
- Control measures to reduce/eliminate risk: What will you need to do, or ensure others will do, in order to reduce that risk?
- Monitoring and review: How do you know if what you have said is working, or is thorough enough? If it is not working, it will need to be amended, or maybe there is a better solution.

Procedures

- Our risk assessment process covers adults and children and includes:
risk to staff re pregnancy during working hours. Eg 1) Chicken pox outbreak,
2) Gardening activity, 3) Heavy lifting, 4) Pandemic(i.e.Covid-19) also to follow the
guidelines listed below
 - determining where it is helpful to make some written risk assessments in
relation to specific issues, to inform staff practice, and to demonstrate how we
are managing risks if asked by parents and/or carers and inspectors;
 - checking for and noting hazards and risks indoors and outside, in relation to
our premises and activities;
 - assessing the level of risk and who might be affected;
 - deciding which areas need attention; and
developing an action plan that specifies the action required, the time-scales
for action, the person responsible for the action and any funding required.
 - A **Health and Safety Individual Risk assessment** form is available for any
staff member who may need to take extra precautions within their working
hours
 - Sample forms are attached to this document

Review risks

- Where more than five staff and volunteers are employed, the risk assessment is
written and is reviewed regularly.
- We maintain lists of health and safety issues, which are checked daily before the
session begins, as well as those that are checked on a weekly and termly basis
when a full risk assessment is carried out.

Legal framework

- Management of Health and Safety at Work Regulations (1999)
- Health and safety at work Act 1974

Further guidance

- Five Steps to Risk Assessment (HSE 2011)

Other useful Pre-school Learning Alliance publications

- Managing Risk (2009)