

RISK ASSESSMENT POLICY

This Policy is made in line with current Health and Safety legislation and ensures that Pre-School complies with the Early Years Foundation Stage 2014 Statutory Framework, Safety and Welfare Requirements, Safety of Premises, Environment and Equipment and Risk Assessment points detailed therein.

1. The Manager ensures regular Risk Assessments of the premises indoor and out, outings and other activities are conducted to identify hazards or risks and actions are taken to minimise the risks.
2. Staff attend Risk Assessment training (when available).
3. The frequency that Risk Assessments are carried out are as follows:
 - A daily Risk Assessment is made before a session begins of the building/outside area/equipment/resources (see displayed checklists in all areas).
 - When equipment/resources are changed.
 - To meet the particular needs of a child.
 - If an accident/incident occurs.
 - A review of the Risk Assessment and this policy is made every 12 months.
4. The Manager makes a visual inspection each day before the session begins, actions are taken to minimise any risks from hazards identified immediately.
5. The Manager discusses and consults with Staff on a day to day basis the Risk Assessment and any actions.
6. The Manager and Staff will decide if the Risk Assessment and any concerns on that day require to be formally recorded, if recorded they are dated and signed by the person doing the assessment.
7. Any accidents/incidents or potential risks are recorded and monitored to identify further steps to be taken.
8. Ofsted and local child protection agencies will be informed of any significant accidents/incidents as stated in the Early Years Foundation Stage 2014 Statutory Framework. Also the Pre-School complies with RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995).
9. Measures are made to control safety (as much as practicable) in the setting's car park.
10. This Policy links to the Pre-School's Health and Safety Policy, Child Protection Policy, Fire Drills, Accident/Incident Policy and our Procedures regarding none collection of a child at the end of session.
11. Outings – This Policy adheres to the Pre-School Outings Policy requirements as well as the following:
 - Parental permission is obtained (written).
 - Personal Protective Equipment (PPE) – high visible tabards are worn by children and staff when walking to park etc.
12. Accident book is checked each term to identify any areas of potential harm.