

RISK ASSESSMENT POLICY

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

Providers must have a clear and well-understood policy and procedures, for assessing any risk's to children's safety, and review risk assessments regularly.

POLICY STATEMENT

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

Our risk assessment process follow five steps as follows:

- Identification of a risk: where and what is it?
- Who is at risk: Childcare staff & support staff, children, parents & Committee members
- Assessment as to the level of risk – taking into account the likelihood of it happening and the impact if it did.
- Control measures to eliminate risk
- Monitoring and review

PROCEDURES

Our risk assessment process covers adults and children and includes 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. We will check for and note hazards and risks indoors and outside, in relation to our premises and activities.

When assessing the level of risk, we will evaluate who might be affected, deciding which areas need attention and develop an action plan that specifies the action required, the time scales for the action, the person responsible and any funding that maybe required.

Where more than five staff and volunteers are employed, the risk assessment will be written and reviewed regularly.

We will 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 & Safety at Work Regulations (1999)

This policy is reviewed annually, next review date: April

APPROVAL

Signature:

Name & Position: Rachael Richards -
Manager

Date:

AGREED

Signature:

Name & Position: On behalf of the
Committee

Date:

