



## COUNTESS GYTHA PRESCHOOL

### Risk assessment

Risk assessment is carried out to ensure the safety of children, staff, parents and visitors. Individuals in the workplace are responsible for the health and safety of premises, equipment and working practices. We have a 'corporate responsibility' and 'duty of care' to those who work in and receive a service from our provision. Individuals are also responsible for ensuring their own and others safety.

Risk assessment means: *Taking note of aspects of your workplace and activities that could cause harm, either to yourself or to others, and deciding what needs to be done to prevent that harm, making sure this is adhered to and is updated when necessary.*

The law does not require that all risk be eliminated, but that 'reasonable precaution' is taken. This is particularly important when balancing the need for children to be able to take appropriate risks through physically challenging play. Children need the opportunity to work out what is safe and what they should do when faced with a risk.

#### **Daily safety sweeps and checks indoors and outdoors**

- Safety sweeps are conducted when setting up for the day prior to children arriving or closing at the end of the day. Sometimes a safety sweep will identify a risk that requires a formal risk assessment on form. For example, if a window latch is becoming stiff and a practitioner must stand on a chair in order to reach it to ensure that it has closed properly.

#### **Health and safety risk assessments**

Health and safety risk assessments inform procedures. The setting manager undertakes training and ensures that staff have adequate training in health and safety matters. The primary school ensures that checks/works to the premises are carried out and records are kept.

- Gas safety by a Gas Safe registered gas/heating engineer.
- Electricity safety by a qualified electrician.
- Fire precautions to check that all fire-fighting equipment and alarms are in working order.
- Hot air heating systems cleaned and checked.

The setting manager ensures that risk assessments are carried out that include relevant aspects of fire safety, food safety, in each of the following areas of the premises:

- Entrances and exits.
- Outdoor areas.
- Sleep areas.
- Kitchen.

The setting manager ensures that risk assessments are carried out for all off site activities such as children's outings (including use of public transport).

The setting manager ensures that risk assessments are carried out for work practice including:

- changing children and the intimate care of young and older children.
- arrivals and departures.
- children with allergies and special dietary needs or preferences.
- cooking activities with children.
- supervising outdoor play and indoor/outdoor climbing equipment.
- Settling young children to sleep.
- visitors to the setting who are bringing equipment or animals as part of children's learning experiences.
- following any incidents involving threats against staff or volunteers.
- following any accident or incident involving staff or children.

Updated: January 2025

Next review date: January 2026