

## Health and safety

## Risk assessment



### Policy statement

At Rudgwick Pre-school we believe 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.

The basis of this policy is risk assessment. Pre-school Learning Alliance risk assessment processes follow five steps as follows:

- Identification of risk: Where is it and what is it?
- Who is at risk: Childcare staff, children, parents, cleaners etc?
- Assessment as to the level of risk as high, medium, low. This is both the risk of 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.

### EYFS key themes and commitments

A Unique Child	Positive Relationships	Enabling Environments	Learning and Development
1.3 Keeping safe		3.3 The learning environment 3.4 The wider context	

### Characteristics of Effective Learning

Playing and Exploring Engagement	Active Learning Motivation	Creating and Thinking Critically - Thinking
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## Procedures

- Our risk assessment process covers adults and children and includes:
  - checking for and noting hazards and risks indoors and outside, and in our premises and for 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.
- Full risk assessment is undertaken on an annual basis.
- 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 termly basis; any concerns are discussed at staff meetings and if necessary, taken to the following committee meeting. Any serious concerns would be taken immediately to the Chairperson.
- Following any incident/accident, a full report would be written to include exactly what happened, what actions would be taken to ensure it is not repeated, and followed up to ensure plan was effective. All staff to be involved.

## Legal framework

- Management of Health and Safety at Work Regulations 1992

## Further guidance

- Five Steps to Risk Assessment (HSE 2006)

This policy was adopted at a meeting of	Rudgwick Pre-school
Held on	19 <sup>th</sup> January 2023
Date to be reviewed	19 <sup>th</sup> January 2025
Signed on behalf of the management committee	<i>William Baldwin</i>
Name of signatory	William Baldwin
Role of signatory	Chairperson

## Other useful Pre-school Learning Alliance publications

- Managing Risk (2009)