

Overall Nursery Risk Assessment

This formal risk assessment is updated whenever there is a change. Dynamic risk assessments will take place in real life moments, recorded, and updates to formal risk assessments made when needed. Individual risk assessments are carried out on specific tasks or situations that pose a higher risk or alternate risks to those described below. A full breakdown of procedures we follow for each matter can be found in its related policy.

Possible Hazards	Who might be harmed and how?	Risks and Precautions	Findings and Implementation	Reviews and updates
Sharp knives or tools	<ul style="list-style-type: none"> • Kitchen staff cutting themselves • Cross contamination • Children cutting themselves. • Other staff cutting themselves. 	<ul style="list-style-type: none"> • Knives and sharp tools should be kept in the kitchen at all times unless being used correctly and under supervision for cooking class etc. • Kitchen staff should use colour coordinated knives correctly to prevent cross contamination. • Kitchen staff should use knives carefully. • Blue plasters should be worn if cutting oneself (ensure you complete an accident form). More major cuts should be seen by the workplace first aider and medical assistance obtained from 111, 999 etc if needed. • Children are not permitted in the kitchen. • Staff should only use tools they have been provided permission to use and have received demonstration/training on safe usage. • Staff, children and parents are prohibited from bringing sharp tools, knives etc into nursery without the consent of the nursery manager. • Work should not be carried out during operating hours to prevent tools being misused by those untrained to use them or equipment laying around as a trip hazard. Where work is necessary it should have its own risk assessment including how to ensure equipment is safely out of reach to those untrained to use them. • Staff demonstrate the safe and correct use of tools and equipment, scissors, and other sharp objects. 	<ul style="list-style-type: none"> • Children in the baby room are given plastic knives to eat with. • Small metal knives are used in the preschool room at mealtimes and to cut during baking activities and supervised carefully when using any other sharp tools of equipment. 	Visual check on a daily basis
Using the oven or hob	<ul style="list-style-type: none"> • The hob is electric to prevent gas poisoning. • Kitchen staff burning themselves. • Pans knocked off causing burns. 	<ul style="list-style-type: none"> • Flames from gas light ovens inhalation of gas and hot shelves in the oven present a high risk of harm. Kitchen staff should use appropriate equipment to protect themselves from getting burnt. • Children are not permitted to use the oven or hob. • Always check the oven and hob are on/off and being used correctly. • All pan handles on hob are to be faced to the side and unreachable by children. • Both carbon monoxide and fire alarm checks take place to ensure is working correctly. • There should be no distractions so constant supervision of cooking items is possible. • The fire alarm system is serviced professionally each year. 	<ul style="list-style-type: none"> • Ovens and hob are used correctly and safely. • Fire extinguishers and fire blanket are located in the kitchen as advised by UK Safety Management Fire report. • Extinguishers are professionally serviced every year. • The fire alarm is tested weekly. • Staff training on the use of extinguishers has taken place. • All staff have completed the health and safety in the workplace training. 	Check alarms regularly

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Hot substances	<ul style="list-style-type: none"> Children and staff could be burnt or scolded by hot food, liquids or substances. 	<ul style="list-style-type: none"> All food is cooked to the correct temperature and cooled before giving to children. Children are to be at a suitable distance when dealing with hot liquids or substances. Children are suitably supervised when handling warm/hot substances. Staff should always drink from lidded cups when drinking hot liquids where children are present. All cups should be placed out of reach of children at the back of work surfaces and in the staff room. Kitchen staff to handle hot liquids and substances carefully ensuring there are no slip, trip or dropping hazards before moving hot items. Only kitchen staff and management should enter the kitchen during cooking operational times. Candles (other than one birthday cake candle) are not permitted in the building. Lighters are not to be used on site apart from one single lighter for the use of lighting the birthday cake candle only. 	<ul style="list-style-type: none"> Children are not left unattended near/with hot substances. All equipment is Pac tested by a qualified electrician. All equipment should be reviewed regularly, and any broken or damaged items should be removed from use. One candle is placed in birthday cakes for the child to blow out, this is assisted very closely by staff. 	Continuous review
Hot radiators	<ul style="list-style-type: none"> Children and staff could burn themselves on hot radiators or the pipes. 	<ul style="list-style-type: none"> Ensure thermostat is set to a suitable temperature so that radiators do not get too warm. All radiators have covers. All hot pipes are covered or out of reach. 		Review seasonally
Sharp corners, edges or objects	<ul style="list-style-type: none"> Children and staff could bump their head or catch themselves on corners or edges. 	<ul style="list-style-type: none"> All tables in classrooms are low level suitable for their height and correct use. Daily risk assessments should ensure staff check the environment and the equipment for hazards and broken equipment. Any sharp corners or objects that could or have caused injury should be reported to management, taken out of use or rectified so cannot cause further harm. 	<ul style="list-style-type: none"> The tables have curved edges. 	Review termly
Doors	<ul style="list-style-type: none"> Children could trap their fingers in doors. Children could trip and fall over door frames or step leading outside. 	<ul style="list-style-type: none"> Keep all doors closed when not in use. Place protective finger guards on all doors requiring constant use. Assist children entering or exiting the building. Do not prop open doors. Handles are located high as are exit buttons to prevent children leaving the room without permission/accompaniment. An electric fob system is in place to ensure no unwanted entry. 	<ul style="list-style-type: none"> Children are suitably monitored/supervise when moving around the building. Children use doors carefully. Protectors are in place where needed. 	Review half yearly
Alcohol or substances	<ul style="list-style-type: none"> Children could be harmed / poisoned by swallowing alcohol or drugs. Children could be placed in danger if staff or parents are intoxicated. 	<ul style="list-style-type: none"> All alcohol is stored in a lockable cupboard within the office only if absolutely necessary to be on site. Alcohol is not to be consumed on the premises during the working day by any member of staff. Staff are forbidden to drink alcohol or take any illegal drugs before their working shift or during it, and disciplinary action will be taken if suspected of being intoxicated at work as will a referral to LADO and Ofsted. Parents will be challenged should they be suspected of being intoxicated; social service involvement may be required. 	<ul style="list-style-type: none"> As a rule, there should be no alcohol on site however when for a gift or for an event all alcohol on sight is to be stored safely away from children. 	Review yearly

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		<ul style="list-style-type: none"> • Staff wellbeing questionnaires challenge staff consumption of alcohol and/or drugs and alternative stress relievers discussed. • Mental health is discussed with children and staff. • Safeguarding is paramount and action will be taken in line with the safeguarding policy. 		
Internet, electronic devices, social media.	<ul style="list-style-type: none"> • Children could assess inappropriate materials. • Children could be in contact with unsuitable people. • Children could play inappropriate games. • Staff or parents could use images inappropriately. 	<ul style="list-style-type: none"> • Children should be supervised whilst using electronic devices. • The history of each device is monitored, checked, misuse recorded, investigated and action taken once a month. Each device is wiped of history each month. • Age restrictions are set on appliances to prevent access. • Children are forbidden to use personal phones or other personal devices whilst at Tina's Tots. • Children should only have access to Kids YouTube not normal adults YouTube • Staff have limited access to personal phones and devices whilst working, using only in the office or staff room and are forbidden from taking photos/videos etc of the children. • Staff are forbidden to mention or comment on individual children or the running of Tina's Tots on social media. • A business mobile is taken on trip and visits including wrap around travel. • Permission is gained from parents as to whether their child's image can be used on social media, on advertisement and within the setting. • Older children are taught about internet safety and respecting themselves so to be less vulnerable online. • All electronic devices over a year old will be Pac tested each year by a certified electrician. 	<ul style="list-style-type: none"> • Parental settings are in place on all internet facilities. • Children are monitored and supervised whilst using technology to ensure age appropriate. • Staff should only use their own personal devices when in the staff room, on their lunch break or in an emergency situation. • Parents are sent LA information on online safety. • Training on pol ed, Police education to teach children rules, expectations, consequences, keeping oneself safe. 	Review weekly if high usage.
Food and drink	<ul style="list-style-type: none"> • Children could obtain food poisoning if food is not prepared, stored or cooked correctly. • Children or staff could have an allergic reaction. • Children could choke. • Children may become dehydrated. • Children may be hungry. 	<ul style="list-style-type: none"> • Ensure all food is prepared, stored and cooked according to the Health and Safety Procedure and complies with legal requirements. • Ensure all allergies are known by staff and that menus are created around these. • Food which has been prepared separately for an allergy or food requirement should be served on white plates. • Coloured boards and equipment are used to prevent cross contamination. • Food is bought fresh and usually used within the week, however definitely within its shelf life. • All food should be labelled and stored correctly in line with health and safety policy. • A seating plan should be considered if children have an allergy or food requirement and children taught to eat from their own plate only. • The chef carries out a check on who is in and their food requirements, signing off each child with the practitioner. • Children wash their hands before eating and hands and face after eating if required. • Surfaces are cleaned regularly and before eating. • Staff keep clean hands. 	<ul style="list-style-type: none"> • Children and parents have input into menus. • All allergies are recorded and displayed for all staff to see. • Food is stored correctly and thrown away when no longer in date. • Kitchen staff have food hygiene certificates level 3. • All staff are paediatric first aid trained to ensure they could deal with choking. • Demonstrations are provided to ensure staff understand how to assist a child with food and drink. 	Continuous review

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		<ul style="list-style-type: none"> Serving equipment is child friendly to promote independence and also to limit the touching of food. Children have their own water bottle available throughout the day. Milk is provided twice a day. Children are provided with the opportunity to eat every 2 hours whilst at nursery. Menus are varied to ensure children can eat and have the opportunity to be full/satisfied. Items are served separately so that children can choose their own items. We are fair and set the same rules and standards for everyone therefore alternatives are not provided when a child does not like food. Food will not be served when brought in from home. Birthday cakes can be brought in if in its original packaging, it will be cut up and sent home after singing happy birthday. Any food and drink taken outside for picnics etc should be cleared carefully so as not to attract vermin. Staff leave hot drinks in the staff room. Staff may eat with the children however only health options should be consumed. Staff place cold drinks in a water bottle or flask. 		
Cleaning materials	<ul style="list-style-type: none"> Children could swallow hazardous liquids. Children and staff could get hazardous substances on skin, clothes or in their eyes. 	<ul style="list-style-type: none"> All cleaning products and hazardous liquids/substances are kept out of reach of children in a cupboard with a safety clip. Spare/surplus cleaning products are stored outside in a locked shed. Staff should ensure safe use of cleaning products to prevent harm to themselves or others. Cleaning products should be put back to their safe keeping place as soon as not in use. Cleaning products should be labelled correctly and not transferred to other containers for storage. 	<ul style="list-style-type: none"> All hazardous liquids and materials are kept out of reach in a cupboard with a safety clip. 	Review safe keeping and clips termly
Floors and surfaces	<ul style="list-style-type: none"> Children and staff could slip and fall on wet floors indoors and out. Wet work surfaces could mean equipment slides off/becomes unsafe to use or could make floors wet and unsafe. 	<ul style="list-style-type: none"> All spilt liquids/substance (sand, water, vomit etc) are removed from floors and surfaces immediately and cleaned correctly with correct cleaning products, mops and cloths. Ensure children are removed from wet floor areas. Ensure children wear suitable footwear in and outdoors. If weather is unsuitable to use equipment or go outside refrain from doing so. Ensure no electrical equipment is near wet surfaces or spillages. Ensure the correct use and storage of mop buckets, out of reach of children and for the correct purpose (green – kitchen, red – bathrooms, yellow – pre, blue – baby) Refrain from washing the floors before or during operational hours. Make others aware should the floor be slippery. Put rock salt on driveway in icy weathers. Check bathrooms regularly to ensure children have not weed on the floor or splashed water on the floor. 	<ul style="list-style-type: none"> Indoor floors and surfaces are cleaned daily. Outdoor surfaces and equipment are cleaned before use. 	Continuous visual checks

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		<ul style="list-style-type: none"> Flooring is industrial and slip resistance. Rugs are thin and rubber backed for least slip and trip hazard. 		
Outdoor play	<ul style="list-style-type: none"> Children could fall off equipment. Children could eat the grass, sand, flowers etc. Children could get sun burn or dehydration if warm or sunny. Children could come into contact with animal fesses. Children could leave the play area. Children could sting themselves or harm themselves on weeds/trees. 	<ul style="list-style-type: none"> Children are suitably supervised whilst playing with or on equipment. Children are provided with and reminded of the rules and expectations of safe play and use of equipment. All equipment is suitable for ability, age, height etc. The daily RA carried out checks all outdoor spaces and equipment before children go out – safe, clean, suitable, remove nettles etc. Hazardous plants are removed. Tree, bushes etc trimmed regularly. All children should wear hats and have their own sun cream on, on sunny days in line with our warm weather policy. Children are offered/prompted to drink water regularly. Water bottles are taken outside on warm days. All boundaries are check in daily RA to ensure they are safe and undisturbed. Ensuring gates are closed and locked. Children are assisted to use climbing equipment and boundaries/rules are set for number of uses at one time. Sharing and caring is prompted to ensure children have equal access to equipment. Any unsafe or broken equipment is removed from use. Water play is supervised and with limited water to limit the possibility of drowning. Fire extinguishers for play are explained and safe use demonstrated to prevent children thinking they can use extinguishers on the wall in use. Children are expected to wear suitable clothing for the weather to play outside. Clothing that is overly dirty or wet will be changed when coming inside. Outdoor shoes should be changed into when going outside to prevent floors becoming dirty or wet. 	<ul style="list-style-type: none"> Daily checks are carried out to ensure the outdoor space and equipment are clean, safe and ready for use. Children are closely supervised whilst playing outdoor on equipment. External gates are kept locked with high located bolt lock. Shelters in each outdoor area have been created to protect children from the sun and allow them access to the outdoor in all weathers. 	Review space and equipment before every outdoor play.
Ladders and heights	<ul style="list-style-type: none"> User could fall Children should be injured if user falls 	<ul style="list-style-type: none"> Ladders should not be used within the premises by staff unless full training and permission has been provided and written evidence of such submitted to the manager. Ladders should not be used near children. Adults using ladders should be supervised. Staff and children are prohibited from climbing on equipment. Low level step ladders in the baby room are used to enable children to participate in washing of hands. Staff assist the children up the steps and hold them around their torso at all times. 	<ul style="list-style-type: none"> Ladders display the safe use rules. Staff have been informed that ladders must not be used without training and permission. Monthly equipment check carried out to ensure equipment is safe for use. 	Review annually

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Lifting and carrying	<ul style="list-style-type: none"> • Staff could damage their back if lifting incorrectly. • Child may be harmed if incorrectly lifted. • Child could be dropped. 	<ul style="list-style-type: none"> • Staff are provided with a demonstration on how to lift a child correctly, keeping them close to the body, bending the knees, keeping straight back and holding the child carefully but firmly around their torso. • All heavy items to be lifted should be assessed carefully and the manager informed/permission gained to lift or carry should an item. • Staff have carried out a health and safety course. • Staff should move large equipment such as tables in pairs. • In an emergency situation such as a fire a member of staff may be required to carry two babies, this should only be done if safe and able to do so. • Keep children at a low level whenever possible to prevent the opportunity to be dropped from a height. • When putting children to sleep their head should be supported as they are laid down. 	<ul style="list-style-type: none"> • Children should not be carried around. • Children should only be lifted if absolutely necessary for their personal care needs and requirements. 	
Leaving the premises	<ul style="list-style-type: none"> • Children could leave the premises unsupervised or without permission. • Children could become lost or abducted. • Children or staff could be left inside in evacuation if not signed in or out correctly. 	<ul style="list-style-type: none"> • Gates, front door and internal room doors are electrically operated ensuring intruders do not gain access to children or staff. • Exit buttons are high so that children cannot access them. • Garden gates have a stiff mad lock to prevent children easily accessing the drive and beyond. • Children are counted out to play and counted back inside. • Children are supervised whilst outside. • The fence is 6 foot high to prevent children having easy access out and intruders in. • Children are taught about the rules and expectations of the nursery and how to keep themselves safe. • When on trips out of the nursery a detailed risk assessment will be carried out ensuring staffing is suitable for supervision. • Puch chairs and walking aids may be used when going outside of the nursery. • Permission from parents will be obtained before taking any child out of the nursery unless an emergency medical situation and consent has not be able to be obtained from trying. • Registers are kept, sign staff and children in when they arrive and out when they leave. 	<ul style="list-style-type: none"> • Children are supervised at all times within close proximity, and no one is to leave without permission and into the hands of the consented adult. • 999 would be called should a child go missing. • Registers sign children in and out along with writing their name and changing the number on the back of the door. • All staff should know how many children they have in the room at all times and carry out head checks regularly. 	Review the garden boundaries daily.
Choking on or swallowing small objects	<ul style="list-style-type: none"> • Children could obtain and or swallow/choke on small objects. 	<ul style="list-style-type: none"> • All surfaces including the floor are kept clean and clear of small objects indoors and out. • Children are only provided with toys/resources that are age appropriate (take into account SEN/disabilities when sourcing correct equipment). • Older children playing with smaller objects play in a suitable location to avoid younger children having access (sit to the table). • Garden is checked for the growth of poisonous plants or flowers. • Rules and expectations are made clear and children are prompted on how to keep themselves safe. • All staff are paediatric first aid trained within 3 months of employment. • Demonstrations and scenarios are carried out with staff to ensure they know what to do if a child is choking. • Children are sat down to eat. 	<ul style="list-style-type: none"> • Children are supervised within close proximity and only provided with age-appropriate resources, tools and equipment. 	Review garden daily. Review indoor spaces and equipment daily.

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		<ul style="list-style-type: none"> • They are provided with food suitable for their eating capabilities. • Staff stay with children at all times when they are eating. 		
Visitors	<ul style="list-style-type: none"> • Children could be harmed physically or emotionally or taken by visitors. • Staff could be verbally or physically abused by visitors. • Equipment could be left laying around for misuse of others. • Visitors could use images of children inappropriately. 	<ul style="list-style-type: none"> • Anyone entering the premises whilst children are present are known visitors and sign in, in the signing in book, ID required for unknown visitors. • Visitors are not left unsupervised at any time within the setting. • Visitors are reminded of our no phone policy and that they are prohibited from taking images of children. • Gates key codes changed to limited unwanted entrance. • Main entrance door automatically locks when closed. • Garden gates can only be opened from inside the garden areas. • Electric door fob entry prevents visitor entering areas of the nursery where children are present. • Children can only leave with adults indicated by parents and with the child's unique and individual password. • Verbal abuse will not be tolerated and anyone showing disrespectful behaviours will be asked to leave the premises. • Staff are not scheduled to work alone. • Visitors are requested to wash their hands in line with our COVID policy. • During open days where Tina's Tots is responsible for the children, parents will be required to sign in and will be supervised at all times, fire evacuation will be covered with parents and safe use of tools and equipment provided. • During open days where parents are responsible for their own children equipment will be limited, electronic devices locked away and access to areas limited. Staff will be allocated responsibilities to ensure safe access to the desired equipment. 	<ul style="list-style-type: none"> • Records of all visitors, times and purpose of visit are kept. • All visitors are supervised. • The office door is closed when not in use to prevent access to confidential documents or personal data. 	Review visitor book, locks termly.
Plug sockets, wires and batteries	<ul style="list-style-type: none"> • Children could be electrocuted by plug sockets. • Children could become entangled in wires. • Overloaded sockets may cause a fire. 	<ul style="list-style-type: none"> • Plug sockets are up high to cause least interest for children. • Children are reminded of not putting things into sockets that should not be put in. • Wires to and from plug sockets are safely tucked out of reach. • Any sockets or wires that are damaged should be reported and removed whenever possible. • Sockets should not be overloaded. • Personal electrical items should not be used without permission from the manager. • Foam extinguishers are available for electrical fires. • Toys with batteries are checked that the batteries are not accessible, not leaking, or damaged. Batteries are removed whenever possible from toys. • Batteries, cables and wires not in use are kept in the office. 	<ul style="list-style-type: none"> • All unused plug sockets should be turned off. • All wires are tucked safely away. 	Review monthly

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Toileting	<ul style="list-style-type: none"> • Children using the toilet alone could slip, fall or lock themselves in. • Accidental urination/excretion on the floor or in clothing could cause slippery, unclean and unsafe surfaces. • Babies having nappies changed could fall off changing mat or others could harm themselves if unsupervised whilst carrying out this task. • Children could be subject to abuse during changing. • Children could swallow creams, nappy bags, soap, bodily waste. 	<ul style="list-style-type: none"> • Slipping, falling or ingesting urine or faeces could be a risk. All substances on the floor, around toilet or sinks are cleaned appropriately with anti-bacterial cleaner and red cloths. • Children are changed if unclean or wet and their dirty clothes bagged. • Changing of nappies will be done in the close vicinity to other children in care and in view of other adults. Whenever possible nappy changing should be done in two's in the preschool room where the bathroom area is less visible. • All nappies and other sanitary products are disposed of correctly to keep children safe and healthy. • Children are never left unsupervised whilst on the changing mat/table. • Children will not be changed in front of other parents. • Doors are low level so adults can assist and also unlock doors if needed. • Steps will be available to ensure children can access the low-level toilets and sinks. • Children in the preschool room will be changed on the floor to prevent larger children being lifted possibly damaging the lifters back and to cause the least amount of discomfort for the child being changed. • Areas where children are in a state of undress are not shown on CCTV, the use of privacy boxes are set for the baby room and no cameras are placed in the toilet area in preschool. • Staff should complete the changing of nappies as quickly as possible whilst doing it sensitively and correctly. • Staff should aim to gain verbal consent to changing of nappy or clothes. • Those without a DBS are not to provide intimate personal care (change clothes or nappies, assist with toileting). • Staff are trained on how to change a nappy and wipe correctly. • All creams, wipes, nappy bags etc are kept out of reach of children. • When laying a child down to change their nappy their head should be supported. 	<ul style="list-style-type: none"> • Low level children's toilets are available to children. • Babies are changed on a change table in view of other staff. • Separate staff toilets are available. • A disabled toilet is available. • Children are requested to independently wipe themselves whenever possible. 	<p>Review cleaning on a daily basis.</p> <p>Review all toileting requirements for each new child / at different stages of their development.</p>
Sleep	<ul style="list-style-type: none"> • Children could suffocate. • Children could overheat. • Children could become upset about sleeping. 	<ul style="list-style-type: none"> • Children are to be laid to sleep flat on their back. • Children must only have their comforter. No pillow, no large blanket comforters. • Children will have their own bed sheets that are washed regularly. • Children will be laid in their own space for a safe, comfortable sleep. • All children sleeping are laid down together – through the sleep song to limit the desire to play or be distracted. • White noise/lullabies will be played to get children off to sleep. • Black out blinds will be down to make a darker sleep space. • Tummy rubs are given by staff to comfort. • Windows are opened for sleep in warm weather. • Children are supervised by a member of staff at all times during sleep. 	<ul style="list-style-type: none"> • Should children turn onto their front to sleep they will be closely monitored to ensure continued and consistent breathing. 	

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Medication	<ul style="list-style-type: none"> • Children could become ill if taking medication/not having the correct medication. • Children could be given the wrong dosage. • Staff may be unable to carry out their normal duties if taking medication. • Children and staff could have side effects of medication. 	<ul style="list-style-type: none"> • All medication is kept in a medication cupboard out of reach of children and suitably locked in the office. • All medication stored for children should follow the medication policy and procedure. • Children will only be given their prescribed medication apart from the acceptations in the medication policy. • All medication will be checked and countersigned to ensure the amount given is correct. • Wherever possible children should have their medication in the office. • Medication can only be given by a senior member of staff. • Staff must make their own medication known to the manager and side effects discussed. • Staff medication must be locked away in lockers or in the office. • Parents must sign the medication in as per the medication policy. • Parents must make the manager aware of any medication the child is taking so that side effects can be monitored. • Records are kept on medication to ensure overuse is not present. • Ongoing medication needs is displayed in the office. • Individual risk assessments are created for children with great medication/medical requirements. • First aid boxes are stored high to prevent children from having access. • First aid equipment is checked to ensure in date and accessible. • Parent permission is requested before applying a plaster. • Only a qualified paediatric first aider can administer first aid to a child. • Only a workplace first aider can apply first aid to a member of staff. • Children's bags are stored outside the normal room to limit children having access to them although parents are requested and reminded not to keep medication in their bags. 	<ul style="list-style-type: none"> • All medication is kept in a cupboard that is suitably locked or high in the fridge. • Any medication found in a child's bag is handed in to the office. 	Review termly
Visits, crossing roads and walking in the local area	<ul style="list-style-type: none"> • Children and staff could fall into the road. • Children and staff could slip and fall. • Children could go missing or be abducted. • Children could not be seen by drivers. • Children could be harmed when in the car if in a collision. • Children could be left 	<ul style="list-style-type: none"> • The visit should have a test run and from this an individual formal RA completed and shared with all attending staff. • All staff should understand the role they play in the trip and how they will keep children safe. • Any children displaying challenging behaviours which may cause harm to themselves or others on a trip may not be taken – part of formal RA. • Practitioners and/or children should wear high vis jackets when walking in the local area or on trips. • A first aid kit including individual's medication/inhalers and first aider should always be present on trips or when walking in the local area. • Children must wear their seat belts at all times when the engine is running. • Children should be sat in an appropriate car seat for their age, size and weight. • Children should be allocated buddies when out and about. • The business mobile will be taken on all trips, this phone does not have a camera or access to the internet. 	<ul style="list-style-type: none"> • Parents are informed and consent forms collected before any visit. • Suitable clothing including high vis jackets are worn. • Ratios comply with legal requirements. • Registers to be taken before moving to any new location. 	Review termly.

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	behind.	<ul style="list-style-type: none"> • An emergency contact list should be taken on all trips. • A register should be taken of those attending the trip/visit. • Regular head counts should take place. • Appropriate number of staff to correctly supervise children on visits will be paramount. • Push chairs and/or walking aids may be used on trips. 		
Toys and equipment	<ul style="list-style-type: none"> • Children and staff could fall off equipment or hurt themselves on misused or broken toys. • Children could become upset over toys or equipment. • Children could catch an illness from toys or equipment as others use also. 	<ul style="list-style-type: none"> • All toys and equipment are checked regularly and removed if broken. • Children should only use equipment and toys suitable for their age, size, development and weight. • Children should be suitably supervised whilst using toys or equipment. • Staff will demonstrate safe use of equipment and toys. • Caring and sharing of equipment and toys will be taught and expected. • Children are not permitted to bring in their own toys. • Toys and equipment are cleaned regularly. • Toys and equipment are rotated. • Water play is monitored closely to prevent drowning. • Soft play ball pool is monitored whilst in use. Soft mats are placed around the ball pool to prevent injury on exiting. • Any draws or spaces accessible to children only contain resources/items that are safe for children. • Rules are set to reduce the opening of draws which do not contain toys. • Wherever possible nontoxic resources are in use, ie. Paint, glue, sand. • Any toys or equipment brought in by staff or parents must be passed off by the manager. 	<ul style="list-style-type: none"> • Children are suitably supervised when using large equipment, tools or playing with equipment for the first time. • All equipment is safe to use and is removed if broken or unsafe. 	Continuous review
Unwanted/ challenging behaviours	<ul style="list-style-type: none"> • Children could be harmed by another. • Children could harm themselves. • Children could harm staff. • Parents could harm children or staff. • Staff could harm children or parents. 	<ul style="list-style-type: none"> • Rules and expectations are made clear. • Focus groups build bonds and relationships between children, their peers and staff. • Children learn about themselves and others to enable them to understand their own thoughts and feelings and enable them to manage their behaviours. • Children are valued and respected in a fair equal manner to ensure children feel safe, happy and part of the team. • Challenging/unwanted behaviours are monitored and recorded. • Individual behaviour plans are created for individuals who need intervention or support. • Individual risk assessments are created for children who present larger risks. • The behaviour ladder is used to provide a fair response to unwanted behaviours. • Parents may be invited in to discuss a child's behaviours and strategies to help. • Staff are trained in team teach to understand how to position themselves to avoid harm and also how to apply minimal force for the shortest time to keep the child and those around them safe. • A culture of respect is carried out. Disrespect of another will not be tolerated. 	<ul style="list-style-type: none"> • Staff are open and honest with parents and aim to work together on the same strategies to mirror each other and provide the child with a continuous approach. 	Review as needed.

Overall Nursery Risk Assessment

Possible Hazards	Who might be harmed and how?	Risks and Precautions	Findings and Implementation	Reviews and updates
		<ul style="list-style-type: none"> • Good Mental health and wellbeing is promoted, discussed and initiatives put in place to ensure everyone is happy with the service, with themselves and others. • Parent partnership is open and honest to deal with small things as they occur to limit any outbursts or abusive behaviours. • Staff supervision meetings are held to ensure staff issues are dealt with as they arise so not to become an outburst or result in negative behaviours. • The cosy corner and sensory shed are used for individual work or small group work to understand and express feelings. 		
Sensory shed	<ul style="list-style-type: none"> • Children at risk of harm from staff • Staff and children being locked in • Staff and children becoming too cold. 	<ul style="list-style-type: none"> • Staff will take a business landline phone into the sensory shed when they go in so they can call for help if needed. • A poster is displayed on the outside of the shed to remind people not to lock the shed on the outside when occupied. • Wherever possible the door will be left open and/or two members of staff in the shed. If only one member of staff is in the shed, they should be checked on regularly. • A heater is installed to keep occupants warm. 	<ul style="list-style-type: none"> • A camera is to be installed in the sensory shed. 	

Date updated: 04.04.22

Written by: C. Smith

Review date: Oct 2022