Anlaby Park Methodist Pre-School

Safety checks and Risk assessment Policy

Safety checks must be carried out on a daily basis on the premises, indoors and outdoors, and all equipment and resources before the children access any of the areas and recorded to show any issues and solutions.

All staff should be constantly aware of the Pre-School environment and monitor safety at all times.

**Risk assessments**

The Pre-School carries out written risk assessments daily, weekly and termly. These are regularly reviewed and cover potential risks to children, staff and visitors at the setting. When circumstances change in the Pre-School, e.g. a significant piece of equipment is introduced; we review our current risk assessment or conduct a new risk assessment dependent on the nature of this change.

All staff are trained in the risk assessment process to ensure understanding and compliance.

All outings away from the Pre-School are individually risk assessed. For more details refer to the visits and outings policy.

Risk assessments document the hazard, who could be harmed, existing controls, the seriousness of the risk/injury, any further action needed to control the risk, who is responsible for what action, when/how often will the action be undertaken, and how will this be monitored and checked and by whom?

**Electrical equipment**

|  |  |  |
| --- | --- | --- |
| Who checks | How often | Location/Tel. no. |
| Church property PAT test | Annually  | 569404 |

* All electrical cables are kept out of the reach of children wherever possible and shielded by furniture where they need to be at floor level
* Electrical sockets are all risk assessed and appropriate safety measures are in place to ensure the safety of the children.

**Dangerous substances**

All dangerous substances including chemicals MUST be kept in locked areas out of children’s reach. All substances must be kept in their original containers with their original labels attached.

**Hot drinks and food**

Hot drinks should only be consumed in the appropriate flasks; ensuring children do not have access to them.

**Transport and outings**

The arrangements for transporting and the supervision of children when away from the Pre-School needs to be carefully planned. The Pre-School has a comprehensive documented policy relating to outings, which incorporates all aspects of health and safety procedures.

**Room temperatures**

* Staff should be aware of room temperatures in the setting and should ensure that they are suitable at all times. There is a thermometer in each room to ensure this is monitored
* Staff must always be aware of the dangers of young children being too warm or too cold
* Temperatures should not fall below 16°C in all areas

**Water supplies**

* A fresh drinking supply is available and accessible to all children, staff and visitors
* All hot water taps accessible to children are thermostatically controlled to ensure that the temperature of the water does not exceed 40°C.

**Gas appliances**

* + All gas appliances are checked annually by a registered Gas Safety Register engineer
	+ Carbon monoxide detectors are fitted.

**This policy was adopted on: July 2022**

**Signed on behalf of the Pre-School \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date for review: June 2023**