

### 01.1c Prioritised place risk assessment form

Room/area/group of children referred to in this risk assessment: all groups

Assessment carried out by: Laura Yates

Assessment date: Jan 2022

Setting manager's signature: L.L.Yates

Hazard What are the risks you have identified?	People Who might be harmed	Severity How badly could they be harmed? (worst case scenario)	Likelihood of harm with present controls	Risk Level	6) Controls What controls can be put in place?	7) Further Action What needs to be changed, by whom and by what date?	Likelihood of harm with extra controls
Maintaining adequate ratios	Staff; Children Students; Volunteers; Children with additional needs; Staff with additional needs	<b>Emotional well being</b> <b>Minor injury</b> <b>Superficial injury</b>	<b>Remote</b>	<b>Medium</b>	Bank staff, staff working on their day off if available. If the above is not possible manager must liaise with Local Authority and they may suggest closing a group room. If local authority or guidance states under circumstances we can be out of ratio-increased supervision will be necessary.	<b>Increased supervision</b> <b>Local authority guidance</b> <b>If LA confirmed we can still provide care outside normal ratios we will Close off areas which have identified as higher risks (no 'risky play')</b>	<b>Remote</b>

Working with mixed age groups in one area;	<b>Children</b>	<b>Emotional well being</b>	<b>Likely</b>	<b>Low</b>	<b>Calm time and comfort from staff around these children who display their emotional well being has been effected by the change</b>	<b>Increased supervision</b>	<b>Remote</b>
Child becomes ill	Staff; Children Students; Volunteers; Children with additional needs; Staff with additional needs	<b>Major Injury</b> (Hospital/A&E/GP treatment required); <b>Minor Injury or Illness</b> (First-aid required); <b>Superficial Injury or Discomfort</b> (No first-aid); <b>Emotional well-being</b>	<b>Likey</b>	<b>Medium</b>	Personal Protective Equipment; Closing off unused rooms/areas in setting; Follow Covid Policy if covid related	Increased Supervision of other children while staff member takes ill child out of area to isolate (if covid symptoms) Local Authority guidance; Personal Protective Equipment;	<b>Remote</b>
Practitioner becomes ill	Staff; Children Students; Volunteers; Children with additional needs; Staff with additional needs	<b>Major Injury</b> (Hospital/A&E/GP treatment required); <b>Minor Injury or Illness</b> (First-aid required); <b>Superficial Injury or Discomfort</b> (No first-aid); <b>Emotional well-being</b>	<b>Likely</b>	<b>Medium</b>	<b>Staff member must inform management. If covid symptoms (follow covid policy)</b> <b>Staff member must isolate immediately,</b>	Increased Supervision of other children while staff member takes ill child out of area to isolate (if covid symptoms) Local Authority guidance;	<b>Remote</b>

					<b>They must not enter the setting or mix with any staff/ children if covid symptoms display before shift starts</b>	Personal Protective Equipment;	
Maintaining allergy information Providing meals	<b>Children</b>	<b>Major Injury</b> (Hospital/A&E/GP treatment required); <b>Minor Injury or Illness</b> (First-aid required); <b>Superficial Injury or Discomfort</b> (No first-aid); <b>Emotional well-being</b>	<b>Likely</b>	<b>Medium</b>	<b>All allergy records must be up to date. Key workers always update any info when changed. Allergy info clearly displayed. Parents may be required to provide packed lunches. Parents are made aware not to pack nuts or sugary snacks/ juice. Children with allergies still have placemats and possible separate tray</b>	<b>Manager checks info all up to date</b>	<b>Remote</b>

Children's emotional well-being	<b>Children</b>	<b>Emotional well being</b>	<b>Likely</b>	<b>Low</b>	<b>Work closely with parents and if childrens well being is low, shorter sesioners may be needed. Staff work closely with parents and support child in all areas. Bring comforter/ child interests from home, familiar adult works with child where possible/ familiar adult changes child/ assists with toileting</b>	<b>Increased supervision, good parent partnership</b>	<b>Remote</b>
Disruption of key person system	<b>Children</b>	<b>Emotional well being</b>	<b>Likely</b>	<b>Low</b>	<b>Back up KW system in place, it might be that a new back up kw needs appointing temporarily</b>	<b>Increased supervision/ support, good parent partnership</b>	<b>Remote</b>

**If, following risk assessment and control measures, the level of risk remains high and the risk of harm remains very likely then the place should not be offered.**