Little MADE Studio

Risk Assessment Policy

Little MADE Studio uses its risk assessment systems to ensure that the studio is a safe and secure place for children and staff.

 All staff are expected to undertake risk assessments as part of their routine tasks. In line with current heal and safety legislation, the studio will carry out regular risk assessments and take appropriate action to deal with any hazards or risks identified.

It is the responsibility of the manager to ensure that risk assessments are conducted, monitored and acted upon.

Risk assessments will be carried out: Whenever there is any change to equipment or resources.When there is any change to the studio’s premises

When the particular needs of a child necessitates change.

Not all risk assessment need to be written down.

The manager will decide which risk assessments need to be formally recorded.

However, risk assessments related to employment and the working environment will always be recorded in writing so that staff can refer to them. If changes are required to the studio’s policies or procedures as a result of the risk assessment, the manager will update the relevant documents and inform all staff.

Daily Checks

Before the children arrive at the studio for each session, we will carry out a visual inspection of the equipments and the whole premises.

During the course of the session, staff will remain alert to any potential risks to health and safety.

If a member of staff discovers a hazard during the course of a session, they will make the area safe (e.g. by cordoning it off) and then notify the manager.

The manager will ensure that any actions needed to mitigate the immediate hazard have been taken and will implement measures to prevent the incident from recurring.

Recording Dangerous Events

The manager will record all accidents and dangerous events on Accident Record sheets as soon as possible after the incident.

If the incident affect a child, the record will be kept on file.

Written in accordance with the Statutory Framework for the Early Years Foundation Stage (2021): Safeguarding and Welfare Requirements: Safety and Suitability of Premises, Environment and Equipment [3.65]. This policy was adopted by: Little MADE Studio Date: 14.01.22