**Risk Assessment Policy and Procedure**

The purpose of this policy is to ensure that hazards are identified, risks are assessed and removed or minimised to an acceptable level to create a safe environment in which children can thrive.  We are committed to proactively identifying and managing risks within day to day activities.  The need to identify risk is paramount in safeguarding the health and wellbeing of children, staff, volunteers and other users.  By identifying risk, we will apply preventive and protective measures to create a safe and healthy environment for all to meet statutory obligations.

**The aim of this policy is:**

* Inform staff of their responsibility for undertaking risk assessment and acting on the result.
* To ensure risk assessments are recorded in line with any insurance and Health and Safety requirements.

This policy applies to all employees working at Pegasus Childcare Centre.

Contractors working at the centre will be expected to undertake risk assessment relevant to their work activities in accordance with meeting their own legal obligation and take preventative measures to reduce the risk. These risk assessments must be shared with management of the setting.

**Risk Assessment and Recording**

Pegasus Childcare Centre will ensure that all obligations regarding risk assessment including the recording of assessments will take into account the legal requirements of the Health and Safety at Work regulations, insurance company requirements and the requirements of the regulatory body - Ofsted.

Pegasus Childcare Centre will ensure that all areas, equipment, activities, resources and outings are safe for the children. We encourage ways of working that ensure the safety of all that come onto the premises.

The Health and Safety officer(s) responsible for the general implementation of this policy is/are:

Paige Shackleton

Emma Thornalley

……………………………………………..

The named person(s) will undertake any relevant training to support their role.

All staff members have a responsibility to bring to the attention of the above named person (s) any concerns with regards to health and safety. The above named person(s) is responsible for recording any concerns raised and acting upon them.

We recognise that children need some level of risk in their activities and outings in order to ensure that they continue to develop, but these risks are assessed to ensure that they are appropriate to the age and stage of development of the children.

All staff are responsible for the health and safety of themselves, children and any other persons on the premises and may access relevant training. All new staff members will be inducted into the settings health and safety policy and procedure including risk assessments within the first week of their employment.

Risk assessments will be conducted to assess the environment, identify hazards and minimise risks to ensure that our environment is safe and suitable for all children, staff and all other persons who come into the setting. Some written risk assessment relating to specific issues will be kept at the setting and will be accessible at all times to inform staff practice and to demonstrate how we are managing risks. Risk assessments will be carried out regularly and will be appropriately recorded clearly stating who undertook the risk assessment, the date of the review and any action taken following a review or incident.

Daily checks will be carried out on the indoors and outdoors environment before children access these areas.

COSHH legislation will be followed and COSHH assessment will be recorded.

More information can be found at [www.HSE.gov.uk](http://www.hse.gov.uk)

***This Policy and Procedure has been adopted by Pegasus Childcare Centre***

**Signatures on behalf if the setting by:**

………………………………………………………. **Chairperson**

………………………………………………………. **Manager**

………………………………………………………. **Deputy Manager**

**Date of Implementation** - September 2017  **Date  Reviewed**- September 2019   **Date Reviewed and updated** -September 21

**Date Reviewed** - ……………………………                 **Date Reviewed** - …………………