



Risk Assessment Policy

Static Risk Assessment

A full written risk assessment of the site is completed and reviewed regularly.

Daily Risk Assessment

Before each session we check:

- ✍ Ground conditions- including pond
- ✍ Weather conditions
- ✍ Hazards (e.g. broken branches, litter)
- ✍ Kitchen & Toilet Risk Assessment- Morning Check

Dynamic Risk Assessment

Staff continuously assess risks during sessions.

Fire Safety Procedure

- ✍ Fire area clearly marked
- ✍ Children supervised at all times
- ✍ Water/fire blanket available
- ✍ Clear rules explained before use

Lost Child Procedure

- ✍ Gather remaining children in a safe place
- ✍ Search immediate area
- ✍ Call emergency services if not found within a short time
- ✍ Contact parents immediately
- ✍ Record incident

Arrival & Collection Procedure

- ☒ Children must be signed in and out
- ☒ Only authorised adults may collect children
- ☒ Identification may be requested

Emergency Procedure

Injury

- ☒ First aid administered
- ☒ Incident recorded
- ☒ Parent informed

Serious Emergency

- ☒ Call 999
- ☒ Evacuate to safe location
- ☒ Contact parents