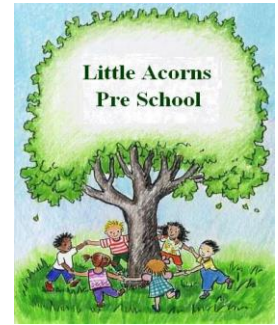


# Safeguarding and Welfare Requirement: Safety and Suitability of Premises, Environment and Equipment



## 8.4 Risk Assessment

### Policy Statement

Our setting believes that the health and safety of children is of paramount importance. We make our setting a safe and healthy place for children, parents, staff and volunteers by assessing and minimising the hazards and risks to enable the children to thrive in a healthy and safe environment.

This policy is based on the Pre-school Learning Alliance risk assessment processes, which follow five steps as follows:

- Identification of a risk: Where is it and what is it?
- Who is at risk? staff, children, parents etc.
- Assess, action and review risks.
- Control measures to reduce/eliminate risk: What will you need to do, or ensure others will do, in order to reduce that risk?
- Monitoring and review: How do you know if what you have said is working, or is thorough enough? If it is not working, it will need to be amended, or maybe there is a better solution.

#### Procedures

- Our risk assessment process covers adults and children and includes:
  - determining where it is helpful to make some written risk assessments in relation to specific issues, to inform staff practice, and to demonstrate how we are managing risks if asked by parents and/or carers and inspectors;
  - checking for and noting hazards and risks indoors and outside, in relation to our premises and activities;
  - assessing the risk and who might be affected;
  - deciding which areas need attention; and
  - identify time-scales for action, the person responsible for the action and any funding required.
- We conduct regular Health and Safety checks, daily, monthly and as and when necessary and can be written or visual. Appropriate actions are taken.

#### Legal framework

- Management of Health and Safety at Work Regulations (1999)

#### Further guidance

- Five Steps to Risk Assessment (HSE 2011)

**This policy was adopted at a meeting held by Little Acorns committee on 31<sup>st</sup> January 2017.**

**To be reviewed January 2018**

**Signed on behalf of the provider**

**Name of Signatory Sue Casselden**

**Role of Signatory Business Manager**