

Health and Safety Risk Assessment

**Unique
Child**

**1.1 Keeping
Safe**

**Positive
Relationships**

**Enabling
Environment**

**3.3 The Learning
Environment
3.4 The Wider
Context**

**Learning
Development**

We believe that the health and safety of children is of paramount importance. We make Haddenham Puddleducks Pre-school a safe and healthy place for children, parents, our team and volunteers by assessing and minimising the hazards and risks to enable the children to thrive in a healthy and safe environment.

The basis of this policy is the risk assessment process which follows five steps:-

- Identification of risk: Where is it and what is it?*
- Who is at risk: Childcare our team, children, parents, cooks, cleaners etc?*
- Assessment as to the level of risk as high, medium, low. This is both the risk of the likelihood of it happening, as well as the possible impact if it did.*
- 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.*

Our risk assessment process covers adults (staff and volunteers) young people (placement and work experience) and children and includes:

- checking for and noting hazards and risks indoors and outside, and in our premises and for activities;*
- assessing the level of risk and who might be affected;*
- deciding which areas need attention;*
- developing an action plan that specifies the action required, the time-scales for action, the person responsible for the action and any funding required.*
- We maintain lists of health and safety issues, which are checked daily before the session begins as well as those that are checked on a weekly and termly basis when a full risk assessment is carried out.*

Legal framework

Management of Health and Safety at Work Regulations 1992

Further guidance

Five Steps to Risk Assessment (HSE 2006)

www.hse.gov.uk/pubns/indg163.pdf

This policy was adopted at a meeting after the AGM of Haddenham Puddleducks Pre-school held in February 2020

Signed on behalf of Haddenham Puddleducks Pre-school by