

Risk Assessment

What are the risks? What can we do to minimise them? Can they be entirely eliminated?

Children are supervised on the premises at all times by appropriately qualified staff.

- A First Aid kit is maintained on the premises and checked weekly
- All Staff are trained in first aid and have appropriate certification, at least one first aider is on the premises at all times
- Staff involved with food preparation have appropriate basic food hygiene certification
- Annual statutory fire and electrical equipment checks are undertaken and logged
- The building was designed in accordance with current building safety requirements and checked by the local authority building officer.
- Insurance is maintained and certification displayed
- Accident and incident logs are maintained for inspection and review

Fire The risk of fire on the premises during occupation is assessed as **LOW**

Fire extinguishers, blankets and fire warning devices (smoke detectors) are maintained and checked as a legal requirement of operation. Fire doors are clearly marked and illuminated, as are the premises in the event of an electrical fault. Regular fire and evacuation drills are practised and recorded. Walkways are kept clear at all times.

Security of Children on premises : Outside the building - assessed as **LOW**

- Double security gate system which is locked when children are outside. Gate to road is not accessible to children as an additional fence and gate is maintained further inside the garden. This gate is fitted with double closures and an additional child-proof clip during outside play.
- In addition to the constant supervision of children at all times, the building is designed with access at the front (and side emergency fire door) which is always visible to office staff through a viewing window, the front door is also fitted with a spy hole. As such all visitors are monitored and the state of access gates can be checked. Entry into the building is only possible through a yale locked door which can only be opened from the inside by staff.
- Children are reminded and aware that the inside fence is their play boundary beyond which they must never pass without the supervision of an appropriate adult
- Access to the sides of the building are fenced and gates bolted.

Inside the building - assessed as **LOW**

- All doors have high opening handles and locks out of reach of children
- All access is visible from the main area
- The kitchen and office areas are lockable and children are reminded not to enter the areas. These limitations are valuable to children's learning and as such are part of the overall security of all in the building
- Upstairs is secured by a locked safety gate and children are supervised whilst using the stairs. Only children over the age of 3 go upstairs.

Health & Safety of Children on premises Inside the building -
assessed as **LOW**

- **Surfaces** - slipping and tripping – surfaces are 80 % Laminate flooring, well secured and matched to non-slip floors in the dining, painting and toilet areas.
- **Furniture** – edges rounded and protected as necessary with foam
- **Toys, equipment and resources** – Checked prior and during use
- **Cleaning materials and chemicals** – stored in locked cupboards or out of reach in areas not accessible to children.
- **Additional Action** - daily overview with weekly checks at weekend. Maintenance immediate or scheduled. Hazard protected by screening or in the case of furniture, removing the item. – broken toys removed from children's areas for repair or disposal.

Outside the building, Garden and grounds – assessed as LOW

- Garden plants are not poisonous but there is ivy (Hedera) growing on the walls. This is regularly trimmed and berries are disposed of wherever possible. It is not practicable to destroy all ivy growth (birds eat ivy berries and could even drop berries in the grounds) Wild plants such as digitalis are destroyed if they seed naturally, but taste unpleasant and are not generally palatable.
- Other wild plants observed in the gardens are:-Celandine, Chickweed, Raspberry and crocus none of which are poisonous.
- Staff are all aware of the risk of digesting plants and this is minimised by supervision.

Health and Environment - assessed as LOW

- Surfaces are regularly wiped with antibacterial sprays.
- Anti-bacterial hand washes are available to staff
- For nappy changing, appropriate disposable gloves and aprons are available to staff and appropriate safe nappy disposal is provided
- Children wash their hands before meals and use anti-bacterial soap
- Food preparation is by appropriately trained staff who maintain a safe working environment in the kitchen. Best before dates and food storage temperatures are adhered to with regular and recorded checks.
- Fridge and freezer temperatures are regularly monitored throughout the day and are recorded.
- Medicines are administered and recorded in accordance with our written policy.
- In addition to regular cleaning on a daily basis

Our policy is to constantly monitor all risks on a day-to-day basis and to specifically check the working environment on a regular basis.

This policy was revised & updated on the 15th August 2022
Eversley Nursery School