

Risk Assessments

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RISK MANAGEMENT ASSESSMENT										
Title (Activity/Job/ Premises)	Risk of choking with younger children mouthing.	Reference No:	001		Likelihood	Risk/Severity				
						1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
Location	Whole setting inside and outside	Assessor Name(s)	Zoe Corfield		1 Rare	1 Low	2 Low	3 Low	4 Moderate	5 Moderate
					2 Unlikely	2 Low	4 Moderate	6 Moderate	8 High	10 High
Authorising Manager	Zoe Corfield	Authorising Manager Signature	Zoe Corfield		3 Possible	3 Low	6 Moderate	9 High	12 High	16 Extreme
					4 Likely	4 Moderate	8 High	12 High	16 Extreme	20 Extreme
Overall Rating	9	Review Date	01/09/2022		5 Almost Certain	5 Moderate	10 High	16 Extreme	20 Extreme	26 Extreme
Task/Equipment /Materials/ Activity, etc.	Hazard	(Risk) Consequences	Who is at risk	Existing Controls currently used. (What are we doing now?)	Risk Evaluation			Additional control/precautionary measures required	By whom and when	
					Severity	Likeli- hood	Rating			
Meal and snack times.	Choking	Choking, danger to life.	All childr en	1:1 Supervision during meal/snack times.	3	2	6	All staff to be aware especially when routine changes i.e. trips.	All Staff Sept 2021	
Toys and resources.	Choking	Choking, danger to life.	All childr en	Resources and equipment risk assessed daily. Firm rules and boundaries in place regarding mouthing. Extra awareness in team of specific children with mouthing tendencies. Smaller loose parts to be used with older children only to avoid choking.	3	4	12	Key persons to work with parents to establish the reasons for this behaviour and to offer alternative stimulus. All staff refreshed on paediatric first aid in regards to a choking child.	All Staff Sept 2021	

RISK MANAGEMENT ASSESSMENT										
Title (Activity/Job/ Premises)	COSHH: Storage of harmful substances	Reference No:	002		Likelihood	Risk/Severity				
						1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
Location	Whole setting inside and outside	Assessor Name(s)	Zoe Corfield		1 Rare	1 Low	2 Low	3 Low	4 Moderate	5 Moderate
					2 Unlikely	2 Low	4 Moderate	6 Moderate	8 High	10 High
Authorising Manager	Zoe Corfield	Authorising Manager Signature	Zoe Corfield		3 Possible	3 Low	6 Moderate	9 High	12 High	16 Extreme
					4 Likely	4 Moderate	8 High	12 High	16 Extreme	20 Extreme
Overall Rating	4	Review Date	01/09/2022		5 Almost Certain	5 Moderate	10 High	16 Extreme	20 Extreme	26 Extreme
Task/Equipment /Materials/ Activity, etc.	Hazard	(Risk) Consequences	Who is at risk	Existing Controls currently used. (What are we doing now?)	Risk Evaluation			Additional control/precautionary measures required	By whom and when	
					Severity	Likeli- hood	Rating			
Cleaning cupboard in children's toilets	Poisoning	Children coming in contact with poisonous substances	All	All harmful substances are stored in a lockable cupboard which must be locked at all times. COSHH sheets are available in the COSHH file with COSHH sheets for products from main supplier available on line http://www.ttbsupplies.com/page/	4	1	4	Educate parents about risks at home to teach children dangers i.e. washing liquid tabs. Revise staff knowledge on first aid procedures for ingestion of chemicals. Update COSHH file.	ZC Home-link Autumn term 1 ZC Team meeting Sept 21	
Outdoors	Poisoning	Children coming into contact with poisonous substances	All	All harmful substances are stored in a lockable unit.	4	1	4	Educate children to not touch objects when outside the building.	All On-going	

RISK MANAGEMENT ASSESSMENT										
Title (Activity/Job/ Premises)	Manual Handling	Reference No:	003		Likelihood	Risk/Severity				
						1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
Location	All Employees	Assessor Name(s)	Zoe Corfield		1 Rare	1 Low	2 Low	3 Low	4 Moderate	5 Moderate
Authorising Manager	Zoe Corfield	Authorising Manager Signature	Zoe Corfield		2 Unlikely	2 Low	4 Moderate	6 Moderate	8 High	10 High
Overall Rating	8	Review Date	01/09/2022		3 Possible	3 Low	6 Moderate	9 High	12 High	16 Extreme
					4 Likely	4 Moderate	8 High	12 High	16 Extreme	20 Extreme
					5 Almost Certain	5 Moderate	10 High	16 Extreme	20 Extreme	26 Extreme
Task/Equipment /Materials/ Activity, etc.	Hazard	(Risk) Consequences	Who is at risk	Existing Controls currently used. (What are we doing now?)	Risk Evaluation			Additional control/precautionary measures required	By whom and when	
					Severity	Likeli- hood	Rating			
Comforting children	Picking up and carrying children around the setting	Impact to health from general wear and tear	All adults	Manual Handling procedures specified in Safety and Suitability of Premises, Environment and Equipment policy.	2	4	8	Team to be signposted to policy and procedures to ensure they are not putting self at risk. Discussion in team meeting for other strategies where we can comfort younger children with less risk to ourselves of injury	ZC Team meeting Sept 2021	
Nappy changing	Over stretching for equipment. Having to get onto floor level	Impact to health – sprains and muscle injury	All adults	Manual Handling procedures specified in Safety and Suitability of Premises, Environment and Equipment policy	2	4	8	As above.	As above	
Storing objects	Dropping objects on oneself, tripping,	Impact to health; sprains, muscle injury.	All adults	Manual Handling procedures specified in Safety and Suitability of Premises,	3	3	9	Ensure all equipment and furniture are	All at all times.	

	falling and causing physical harm to self or others.	In worst case scenario head injury from falling.		Environment and Equipment policy				stored neatly and safely at the end of each day and assistance sought if required. Ensure equipment in good state of repair i.e. ladder and step.	
Moving Equipment	Strains and back injuries.	Impact to health – sprains and muscle injury. Dropping equipment and harming others.	All adults	Manual Handling procedures specified in Safety and Suitability of Premises, Environment and Equipment policy	3	3	9	Team to be signposted to policy and procedures to ensure they are not putting self at risk. All furniture to be fitted with casters for ease of movement and to remain in good working order.	ZC / JR

RISK MANAGEMENT ASSESSMENT										
Title (Activity/Job/ Premises)	Fire Safety	Reference No:	004		Likelihood	Risk/Severity				
						1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
Location	All Employees	Assessor Name(s)	Zoe Corfield		1 Rare	1 Low	2 Low	3 Low	4 Moderate	5 Moderate
Authorising Manager	Zoe Corfield	Authorising Manager Signature	Zoe Corfield		2 Unlikely	2 Low	4 Moderate	6 Moderate	8 High	10 High
Overall Rating	8	Review Date	01/09/2022		3 Possible	3 Low	6 Moderate	9 High	12 High	16 Extreme
Task/Equipment /Materials/ Activity, etc.	Hazard	(Risk) Consequences	Who is at risk	Existing Controls currently used. (What are we doing now?)	Risk Evaluation			Additional control/precautionary measures required	By whom and when	
					Severity	Likeli- hood	Rating			
Storing of rubbish	Materials setting alight inside or near building	Fire: risk to life	All	Internal bins are emptied daily. External bins are emptied 2- weekly. We have enough bins to ensure all rubbish is contained within them and not outside of them. Excess rubbish is disposed of at the local tip.	4	2	8	Ensure bins are moveable and not chained. Check them on entry and exit to setting to ensure safe.	ZC / JR	
Electrical faults	Equipment setting alight in building	Fire: risk to life	All	All electrical equipment is PAT tested annually. Electrical goods are brought from reputable companies. After seeking advice, we have assessed the use of plug socket covers to be less of a risk than to eliminate them from the provision (this is due to the quality of our covers).	4	2	8	Remind staff to report any concerns regarding electrical goods in the setting. Maintain quality of plug socket covers.	ZC / JR	

				Ensure computers and equipment with internal fans are free from clutter to allow air to circulate.				Remind staff of importance of good housekeeping.	
Fire alarm when pre-school setting in progress	Adults and children not able to safely evacuate	Fire: Risk to life	All	<p>Fire drill checklists are updated daily with roles clearly defined.</p> <p>Daily risk assessments completed to ensure the building and equipment are safe i.e. clear access to fire doors.</p> <p>Emergency lights and fire alarm points checked weekly by competent person.</p> <p>Fire drills completed 6 weekly and documented both in the preschool log and memorial hall log.</p> <p>Annual fire safety checks by local authority.</p> <p>Shared fire risk assessment with landlord.</p> <p>See policy for more detail: 'Safety and Suitability of Premises, Environment and Equipment.</p> <p>Also, additional in-depth Fire Safety risk assessment in Fire Safety file.</p>	4	2	8	<p>Share revised policies with all staff and parents.</p> <p>Add fire drills to office Outlook Calander</p> <p>Refresher for all staff to know what to do in the event of the fire alarm sounding.</p> <p>Review in-depth Fire Safety Risk Assessment for September 2022.</p>	<p>ZC Sept 21</p> <p>JR Sept 21</p> <p>ZC Sept 21</p> <p>ZC / JR</p>

RISK MANAGEMENT ASSESSMENT										
Title (Activity/Job/ Premises)	Food Hygiene	Reference No:	005		Likelihood	Risk/Severity				
						1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
Location	All Employees	Assessor Name(s)	Zoe Corfield		1 Rare	1 Low	2 Low	3 Low	4 Moderate	5 Moderate
Authorising Manager	Zoe Corfield	Authorising Manager Signature	Zoe Corfield		2 Unlikely	2 Low	4 Moderate	6 Moderate	8 High	10 High
Overall Rating	6	Review Date	01/09/2022		3 Possible	3 Low	6 Moderate	9 High	12 High	16 Extreme
Task/Equipment /Materials/ Activity, etc.		Hazard	(Risk) Consequences	Who is at risk	Existing Controls currently used. (What are we doing now?)	Risk Evaluation			Additional control/precautionary measures required	By whom and when
						Severity	Likeli- hood	Rating		
Storage of foods		Food poisoning	Illness and/or risk to life	All	All open foods stored in sealed containers as per package recommendations. The date of opening displayed on the container. Stock rotation. Daily kitchen risk assessment identifies food to be disposed of. For more information: Processes and procedures as read in the Health and Hygiene policy.	3	2	6	Ensure all staff have completed mandatory training in food hygiene and refresh this knowledge regularly. Ensure all staff understand the importance of the daily risk assessment and are confident to dispose of food out of date or past its best.	ZC
Consumption of foods	Food poisoning	Illness and/or risk to life	All	Processes and procedures as read in the Health and Hygiene policy.	3	2	6	As above	ZC	
Cross contamination	Food poisoning	Illness and/or risk to life	All	Processes and procedures as read in the Health and Hygiene policy.	3	2	6	Ensure all staff have completed mandatory training in food hygiene and	ZC	

				Also see additional risk assessment in Health and Hygiene policy: Covid-19.				refresh this knowledge regularly. Ensure staff use separate sinks for food and play purposes i.e. cleaning of play resources. Housekeeper to enforce and maintain strict cleaning processes.	
Pest control	Food poisoning	Illness and/or risk to life	All	Processes and procedures as read in the Health and Hygiene policy. We use a reputable company for any pest control issues we may have.	3	2	6	Ensure staff can recognise the signs of unwanted vermin.	ZC

RISK MANAGEMENT ASSESSMENT										
Title (Activity/Job/ Premises)	Allergic reactions	Reference No:	006		Likelihood	Risk/Severity				
						1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
Location	All Employees	Assessor Name(s)	Zoe Corfield		1 Rare	1 Low	2 Low	3 Low	4 Moderate	5 Moderate
Authorising Manager	Zoe Corfield	Authorising Manager Signature	Zoe Corfield		2 Unlikely	2 Low	4 Moderate	6 Moderate	8 High	10 High
Overall Rating	6	Review Date	01/09/2022		3 Possible	3 Low	6 Moderate	9 High	12 High	16 Extreme
Task/Equipment /Materials/ Activity, etc.		Hazard	(Risk) Consequences	Who is at risk	Existing Controls currently used. (What are we doing now?)	Risk Evaluation			Additional control/precautionary measures required	By whom and when
						Severity	Likeli- hood	Rating		
Overall Rating		6	Review Date	01/09/2022		4 Likely	4 Moderate	8 High	12 High	16 Extreme
Overall Rating	6		Review Date	01/09/2022		5 Almost Certain	5 Moderate	10 High	16 Extreme	20 Extreme
Allergy to food		Allergic reaction	Risk to life	Individuals	We identify those with allergies on registration documents and staff declaration forms. We create a health care plan and individual risk assessment for children or adults with known allergies. Staff will be trained in administering life- saving medication for those identified at risk.	3	2	6	Review children and staff termly for allergies and ensure health care plans and risk assessments are up to date. Report any concerns to parents i.e. a child goes blotchy after drinking milk – advise they see their GP – Do not diagnose.	ZC
Hay fever	Allergic reaction	Affects child or adults breathing and ability to carry out normal tasks.	Individuals	We request any known health conditions to be shared on registration and staff declaration forms.	2	3	6	Ensure all staff are aware if a child suffers with hay fever so precautions can be taken i.e. avoiding areas where pollen particularly high.	ZC	

Allergy to animals	Allergic reaction	Affects child or adults breathing and ability to carry out normal tasks. Can cause skin irritation.	Individuals	We request any known allergies to be shared on registration and staff declaration forms. If working with animals' children and adults are reminded to practice good hygiene	2	3	6	If visiting animals outside of the setting or if we were to adopt a pre-school pet, separate risk assessments would be completed.	ZC
Allergy to cleaning/ sanitary products	Allergic reaction	Cause skin irritation.	Individuals	Parents supply own baby wipes. Latex free powder free non ferile gloves.	2	3	6	If using our own products note down. Record any reactions and report to parents.	ZC
Allergy to chemicals	Allergic reaction	Dizziness, irritation and general illness to include nausea.	Individuals	We request any known allergies to be shared on registration and staff declaration forms. We only use chemicals for cleaning purposes and suitable for educational settings. These are used away from children. Chemicals are stored safely as per our Health and Hygiene policy and Safety and Suitability of Premises, Environment and Equipment policy.	2	3	6	Report any reactions	ZC

RISK MANAGEMENT ASSESSMENT										
Title (Activity/Job/ Premises)	Toileting Management	Reference No:	007		Likelihood	Risk/Severity				
						1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
Location	All Employees	Assessor Name(s)	Zoe Corfield		1 Rare	1 Low	2 Low	3 Low	4 Moderate	5 Moderate
Authorising Manager	Zoe Corfield	Authorising Manager Signature	<i>Zoe Corfield</i>		2 Unlikely	2 Low	4 Moderate	6 Moderate	8 High	10 High
Overall Rating	5	Review Date	01/09/2022		3 Possible	3 Low	6 Moderate	9 High	12 High	16 Extreme
					4 Likely	4 Moderate	8 High	12 High	16 Extreme	20 Extreme
					5 Almost Certain	5 Moderate	10 High	16 Extreme	20 Extreme	26 Extreme
Task/Equipment /Materials/ Activity, etc.		Hazard	(Risk) Consequences	Who is at risk	Existing Controls currently used. (What are we doing now?)	Risk Evaluation			Additional control/precautionary measures required	By whom and when
						Severity	Likeli- hood	Rating		
Changing and assisting children in toileting needs.	Over stretching for equipment. Having to work at floor level	Impact to health; sprains and muscle injury	All	Manual Handling procedures specified in Safety and Suitability of Premises, Environment and Equipment policy. All equipment required easily accessible.	2	4	8	To be reiterated at staff meeting.	ZC Sept 21	
Changing and assisting children.	Spreading of infection	Infection through poor hygiene controls.	All	Please read Health and Hygiene policy for clear procedures.	2	3	6	Review Health and Hygiene policy regularly.	ZC	
Changing and assisting children.	Scalds from hot water in bathroom areas	Scalds	Child	Children are accompanied to the toileting areas and handwashing is supervised.	2	1	2	Regulate temperature of water through the boiler system	ZC	
Changing and assisting children.	Wet floors from children using sinks and toileting accidents.	Trips and falls	All	Children supervised when using toileting areas. Toileting areas checked regularly. When cleaning	2	2	4	Teach children to report programs to an adult.	ZC	

				<p>floors signage is used to warn of hazards. Children are educated about the importance of turning taps off and seeking help if struggling.</p>					
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RISK MANAGEMENT ASSESSMENT										
Title (Activity/Job/ Premises)	Outdoor learning activities	Reference No:	008		Likelihood	Risk/Severity				
						1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
Location	All Employees	Assessor Name(s)	Zoe Corfield		1 Rare	1 Low	2 Low	3 Low	4 Moderate	5 Moderate
Authorising Manager	Zoe Corfield	Authorising Manager Signature	Zoe Corfield		2 Unlikely	2 Low	4 Moderate	6 Moderate	8 High	10 High
Overall Rating	6	Review Date	01/09/2022		3 Possible	3 Low	6 Moderate	9 High	12 High	16 Extreme
Task/Equipment /Materials/ Activity, etc.	Hazard	(Risk) Consequences	Who is at risk	Existing Controls currently used. (What are we doing now?)	Risk Evaluation			Additional control/precautionary measures required	By whom and when	
					Severity	Likeli- hood	Rating			
Outdoor learning sessions	Picnic benches and park equipment	Cuts, scratches, splinters from rotting wood.	All	We check park and outdoor spaces before use. Children taught to highlight risks to adults. Broken equipment clearly marked as out of use and reported to the relevant person.	1	4	4	Daily risk assessment.	ZC	
Outdoor learning sessions	Litter	Infection, poisoning, burns or cuts.	Child	Outdoor spaces are checked thoroughly before use. Children are taught not to pick up litter without a proper litter stick and with adult supervision. Children are taught not to eat anything which has not been given to them by an adult.	1	3	3	Daily risk assessment.	ZC	
Outdoor learning sessions at allotment	Fire pit	Burns from falling into fire, catching clothes or unsafe use of tools i.e. cooking utensils.	All	Fires to be led only by a competent adult and assisted with at least one other adult. Children reminded of the rules each session and taught how to move around	3	2	6	See separate risk assessment.	ZC	

				the fire pit safely. Children cooking on the fire to be supervised 1:1. A bucket of water to always be available at the fire pit. First aid kit to contain treatment for burns.					
Playing in natural areas	Uneven ground, overgrown areas.	Stings, scratches, falls, bumps and bruises.	All	The children are taught to move around the areas safely and identify own risks. Children taught to carry sticks and other objects by sides when moving around uneven sites. Children are aware of nettles and brambles. Site to be cleared of excessive nettles or brambles.	1	4	4	Ensure staff teach children about risk positively to encourage growth mindset.	All
Use of props and resources in outdoor space	Dropping or falling over items, hitting other persons when carrying large objects i.e. branches.	Bruising, scratches, falls.	All	Children taught alternative ways to manoeuvre large objects. Educators to encourage teamwork when approaching tasks.	2	3	6	Ensure staff teach children about risk positively to encourage growth mindset.	All
Use of shovels and spades	Unaware of spatial awareness when using equipment	Knocks to head, severed fingers.	All	Children using tools are closely supervised and children taught the risks around digging areas. Appropriate footwear to be worn.	3	3	9	See separate risk assessment	ZC
Playing in a natural area.	Accessible plants, fungi. Animal faeces, soil and water.	Poisoning, tetanus, leptospirosis and toxocariasis.	All	Senior staff to identify risks and remove where possible, educating all staff. Children reminded not to eat plants and to wash hands after handling soil or plants. Cuts and abrasions to be covered.	3	3	9	Staff to be trained in plant identification.	ZC

Physical play	Slippery surfaces, rotten wood, hidden dangers inside objects i.e. pallets/tyres. Climbing equipment to include trees and man-made structures.	Strains, splinters, falls puncture wounds.	All	Staff to risk assess area before use and warn children of possible dangers. Dangerous equipment to be out of use. Children to be supervised on climbing frame and only allowed to climb if can get up themselves. Adults to verbally instruct children. Staff to spread across area.	2	3	6	Ensure staff teach children about risk positively to encourage growth mindset	All
Den building	Injury from equipment used.	Bumps, bruises, strangulation, splinters, cuts.	All	Equipment use closely supervised. String only allowed under strict adult supervision.	3	3	9	Risk to be assessed throughout activity.	All
Play equipment	Injury due to lack of spatial awareness near big play equipment.	Bumps, bruises, scratches, and falls.	All	Zip wire to have strict rules, waiting turns and checking the space is clear before launching. Children warned not to play in the area directly in line with the zip wire. Maximum of 4 children on large swing, no children allowed to push the swing. Staff to ensure children confident on equipment before allowing independent play on this.	3	3	9	Ensure staff teach children about risk positively to encourage growth mindset	All
Weather	Injury due to weather conditions.	Bumps, falls, hypothermia, heat exhaustion, sunburn.	All	Children to play in open space during windy weather away from trees or large equipment. In wet or icy weather children are taught to use walking feet and be aware of slippy ground. Children to wear appropriate clothing for the weather, both heat and cold.	2	3	6	Manager to balance the experience of the weather with the risk.	BP

Playing in natural area	Stings and bites	Stings and bites from plants and insects.	All	Children to be warned of dangers, first aid kit to be fully equipped to manage such injuries and taken on all outings.	2	3	6	Positively teach children about nature i.e. bees.	All
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RISK MANAGEMENT ASSESSMENT										
Title (Activity/Job/ Premises)	Kitchen Area	Reference No:	009		Likelihood	Risk/Severity				
						1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
Location	All Employees	Assessor Name(s)	Zoe Corfield		1 Rare	1 Low	2 Low	3 Low	4 Moderate	5 Moderate
Authorising Manager	Zoe Corfield	Authorising Manager Signature	Zoe Corfield		2 Unlikely	2 Low	4 Moderate	6 Moderate	8 High	10 High
Overall Rating	6	Review Date	01/09/2022		3 Possible	3 Low	6 Moderate	9 High	12 High	16 Extreme
Task/Equipment /Materials/ Activity, etc.		Hazard	(Risk) Consequences	Who is at risk	Existing Controls currently used. (What are we doing now?)	Risk Evaluation			Additional control/precautionary measures required	By whom and when
						Severity	Likeli- hood	Rating		
Working in the kitchen		Cuts	Cutting self-whilst using knives.	Adults	Staff use knife guards when not using and stored out of children's reach. Staff requested to pay attention when using knives.	2	3	6	Reported accidents in the kitchen to be reviewed to re- assess risks.	ZC
				Child	Children use age appropriate knives. Children not allowed in kitchen without adult supervision.					
Working in the kitchen	Burns and Scalds	Burns from cooker. Scalds from hot water.	Adults	Staff to wear oven gloves when retrieving food from the oven. Saucepans and pots with handles to face inwards away from direct heat source. Naked flames to not be left unattended. Care to be taken when using the kettle, microwave or pans to avoid steam burns.	2	3	6		All	
			Child	Adults to check foods and drinks at correct						

				temperatures for children. Children to always be supervised when in the kitchen. If cooking with children ensure hot surfaces or foodstuffs are kept out of reach of children.					
Working in the kitchen	Infection control	Infections, food poisoning.	All	All staff to adhere to the Health and Hygiene Policy. Daily risk assessments used to highlight potential risks. No wellies or outdoor learning resources to be stored in the kitchen. Kitchen linen i.e. tea towels, cloths, oven gloves to be laundered daily. Chemicals are stored correctly. Staff to ensure gas rings lit when in use and gas turned off when finished cooking. Carbon monoxide monitor maintained.	3	2	6	Possibility of washing machine in setting for laundry.	ZC
Working in the kitchen	Cross Contamination	Allergic reaction	All	All staff to adhere to the Health and Hygiene Policy. Allergen list to be referred to when handling and preparing food.	3	2	6	Allergy lists to be reviewed termly.	ZC
Working in the kitchen	Spillages	Slips and falls from spillages; oil, liquid, etc.	All	Spillages to cleaned up immediately and as per Health and Hygiene policy with signage used to warn other users. Dropped food to be disposed of correctly. Kitchen floor to be cleaned throughout the day.	2	3	6		All

Working in the kitchen	Trip hazards	Slips, trips, falls.	All	Ensure walkways are clear and toys/resources stored sensibly.	2	3	6	Monitor.	All
Working in the kitchen	Fumes	Poisoning	All	Staff to ensure adequate ventilation when using cleaning products or in the case of a chemical spillage. In the event of a gas leak the kitchen should be well ventilated and the building evacuated.	3	2	6		All
Working in the kitchen	Pests	Illness from rodents/pests	All	Staff to be vigilant in checking for mice/rodent droppings. Signs could be strong ammonia smells, droppings, gnawed packaging or materials. If found, food to be disposed of and area deep cleaned using appropriate PPE. A pest control company would be contacted immediately.	3	2	6		All

RISK MANAGEMENT ASSESSMENT										
Title (Activity/Job/ Premises)	Meal and snack times	Reference No:	010		Likelihood	Risk/Severity				
						1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
Location	All Employees	Assessor Name(s)	Zoe Corfield		1 Rare	1 Low	2 Low	3 Low	4 Moderate	5 Moderate
Authorising Manager	Zoe Corfield	Authorising Manager Signature	Zoe Corfield		2 Unlikely	2 Low	4 Moderate	6 Moderate	8 High	10 High
Overall Rating	6	Review Date	01/09/2022		3 Possible	3 Low	6 Moderate	9 High	12 High	16 Extreme
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					5 Almost Certain	5 Moderate	10 High	16 Extreme	20 Extreme	26 Extreme
Task/Equipment /Materials/ Activity, etc.	Hazard	(Risk) Consequences	Who is at risk	Existing Controls currently used. (What are we doing now?)	Risk Evaluation			Additional control/precautionary measures required	By whom and when	
					Severity	Likeli- hood	Rating			
Serving hot lunches/drinks	Burns/scalds	Burns and scalds.	All	Adults serve lunches from insulated bowls. Food and drinks served to children are cooled beforehand to an appropriate temperature.	2	1	2		All	
Serving lunchboxes	Cross contamination	Food poisoning	All	Children asked to bring only plastic lunchboxes which are easy to clean. These are stored in the fridge. Food from lunchboxes are served on plates.	2	1	2		All	
Serving snacks and meals	Cross contamination	Spread of infection/allergic reaction	All	Children taught to eat from own plate and not to share food. Children normally serve own snack using tongs. In times of increased infection, adults to serve. All staff are aware of children and adult allergies and follow health care plans. Allergen lists are completed for all prepared	2	1	2		All	

				foods on site or food brought in from external companies.					
Eating snacks and meals	Infection	Spread of infection from poor hand and respiratory hygiene	All	All staff to adhere to Health and Hygiene Policy	3	3	9	Share importance of good hand and respiratory hygiene with parents.	ZC
Eating snacks and meals	Choking	Serious injury or death from choking	All	Staff to sit with children at snack and lunchtimes to closely supervise. Children to be taught how to take appropriate mouthfuls. Children to be sat when eating.	3	3	9	Separate risk assessments for individual children who are at risk of choking. i.e. mouthers.	ZC

RISK MANAGEMENT ASSESSMENT

Title (Activity/Job/ Premises)	Cooking activities	011	Likelihood	Risk/Severity				
				1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
Location	All Employees	Zoe Corfield	1 Rare	1 Low	2 Low	3 Low	4 Moderate	5 Moderate
Authorising Manager	Zoe Corfield	Zoe Corfield	2 Unlikely	2 Low	4 Moderate	6 Moderate	8 High	10 High
Overall Rating	6	01/09/2022	3 Possible	3 Low	6 Moderate	9 High	12 High	16 Extreme
			4 Likely	4 Moderate	8 High	12 High	16 Extreme	20 Extreme
			5 Almost Certain	5 Moderate	10 High	16 Extreme	20 Extreme	26 Extreme
Task/Equipment/ Materials/ Activity, etc.	Hazard	Who is at risk	Existing Controls currently used. (What are we doing now?)	Risk Evaluation			Additional control/precautionary measures required	By whom and when
				Severity	Likeli- hood	Rating		
Use of cooking equipment	Cuts, bruises, burns	All	Staff to ensure equipment used as per instruction and is age appropriate. Staff to supervise children at all times when using electrical equipment. Staff to keep children away from hot surfaces.	2	3	6		All
Use of cookery ingredients	Choking, allergic reaction	All	Adults to supervise task. Remind children not to eat anything unless told to do so. Allergies noted before session to ensure recipes appropriate for children.	2	2	4		All

Eating of foods	Spread of infection	All	Children to be reminded of good hand and respiratory hygiene. Children encouraged not to eat the ingredients and wait until the food ready for consumption. Children given individual equipment, and ingredients so only cooking with own resources. Food made is clearly labelled and only consumed by the child who has made this. If staff are aware of food being contaminated to immediately dispose of this.	3	3	9	Higher risk currently with Covid 19 pandemic. Please follow additional precautions as set out in the Health and Hygiene policy and Covid-19 Risk Assessment.	All
Cooking and preparing food	Slippages	All	Areas around cooking area to be kept clean and any spillages immediately cleared up. Signage to be used to warn others of wet floorings.	2	3	6		All

RISK MANAGEMENT ASSESSMENT

RISK MANAGEMENT ASSESSMENT								
Title (Activity/Job/ Premises)	Craft and sensory play	012	Likelihood	Risk/Severity				
				1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
Location	All Employees	Zoe Corfield	1 Rare	1 Low	2 Low	3 Low	4 Moderate	5 Moderate
Authorising Manager	Zoe Corfield	<i>Zoe Corfield</i>	2 Unlikely	2 Low	4 Moderate	6 Moderate	8 High	10 High
Overall Rating	6	01/09/2022	3 Possible	3 Low	6 Moderate	9 High	12 High	16 Extreme
4 Likely			4 Moderate	8 High	12 High	16 Extreme	20 Extreme	
5 Almost Certain			5 Moderate	10 High	16 Extreme	20 Extreme	26 Extreme	
Task/Equipment/ Materials/ Activity, etc.	Hazard	Who is at risk	Existing Controls currently used. (What are we doing now?)	Risk Evaluation			Additional control/precautionary measures required	By whom and when
				Severity	Likeli- hood	Rating		
Edible items	Choking, cross contamination	Child	Any edible food play is designed as an adult led activity so children are fully supervised and able to explore safely following good hand and respiratory hygiene.	3	2	6	Edible food play to be re- assessed during periods of increased infection rates.	All
Sensory resources	Sand in eyes, objects up noses, in ears	Child	Children are taught simple rules on how to play with sand, water and other materials.	2	3	6		All
Use of tools	Misuse of tools and equipment	Child	Children are supervised when using scissors, or any resources that could cause harm if misused. Children are taught to transport tools safely.	2	3	6	If children regularly put items in their mouth an individual risk assessment would be written for them.	ZC

Small objects	Choking	Child	Children are closely supervised when playing with small objects. These will be removed if children unable to follow rules and boundaries. Younger children do not have unsupervised access to small objects.	3	2	6		All
Sensory play	Allergic reaction, flare up of eczema	All	We request any known allergies to be shared on registration and staff declaration forms. Sensory play will be adapted so all children can enjoy the experience i.e. use of resources sensitive to skin, different experiences to accommodate child needs.	2	3	6		All
Craft	Injury to eyes, skin etc	All	Resources are age appropriate and the craft table is supervised throughout the session.	2	3	6		All
General mess that comes from early years play	Slippages	All	Staff to maintain mess through careful planning i.e. using mats under water or sand play. Diverting activity if the area becomes to risky.	2	3	6		All
Craft	Damage to clothing from craft activities	All	Children are given the freedom to express themselves and we will provide resources that do not stain or damage clothing. Old art shirts to be available for particularly messy activities and only water colour paints to be used.	2	3	6		All

RISK MANAGEMENT ASSESSMENT

Title (Activity/Job/ Premises)	Stay and Play sessions	013	Likelihood	Risk/Severity				
				1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
Location	All Employees	Zoe Corfield	1 Rare	1 Low	2 Low	3 Low	4 Moderate	5 Moderate
Authorising Manager	Zoe Corfield	Zoe Corfield	2 Unlikely	2 Low	4 Moderate	6 Moderate	8 High	10 High
Overall Rating	6	01/09/2022	3 Possible	3 Low	6 Moderate	9 High	12 High	16 Extreme
			4 Likely	4 Moderate	8 High	12 High	16 Extreme	20 Extreme
			5 Almost Certain	5 Moderate	10 High	16 Extreme	20 Extreme	26 Extreme
Task/Equipment/ Materials/ Activity, etc.	Hazard	Who is at risk	Existing Controls currently used. (What are we doing now?)	Risk Evaluation			Additional control/precautionary measures required	By whom and when
				Severity	Likeli- hood	Rating		
Visitors in setting for stay and play sessions throughout the year	Safeguarding of children.	All	Visitors are signed in and the door is manned to ensure locked at all times. Phones of visitors are stored in the office. All visitors are read the procedures for a fire alarm and the use of the toileting areas. No visitor will be left alone with any children. Visitors are not permitted to take photographs in the setting.	4	2	8	Please read Safeguarding and Child protection policy for more information.	All
Play sessions	Choking, trips and falls.	All	Staff supervise the pre-schoolers in the session and highlight any risks to visitors i.e. uneven surfaces, activities which may not be suitable for their child due to age appropriateness. Age appropriate resources are	2	3	6		All

			available for the sessions. Parents are advised to supervise their own children at all times.					
Outdoor play	Falls, bumps, knocked by other children, behaviour incidents.	Child	When younger children are in the setting parents are advised to supervise them well. Pre-school children are taught how to behave around younger children and understand they may not know how to share, they understand how to come to an adult for help.	2	3	6		All
Lost child	Missing visiting child	Child	Visitors are registered on entry to the setting and included in numbers. Although parents are responsible for own children the preschool staff will always know the numbers in the session and the whereabouts of all adults and children.	3	2	6		All

RISK MANAGEMENT ASSESSMENT

Title (Activity/Job/ Premises)	Risky Play and Challenge	014	Likelihood	Risk/Severity				
				1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
Location	All Employees	Zoe Corfield	1 Rare	1 Low	2 Low	3 Low	4 Moderate	5 Moderate
Authorising Manager	Zoe Corfield	<i>Zoe Corfield</i>	2 Unlikely	2 Low	4 Moderate	6 Moderate	8 High	10 High
Overall Rating	6	01/09/2022	3 Possible	3 Low	6 Moderate	9 High	12 High	16 Extreme
			4 Likely	4 Moderate	8 High	12 High	16 Extreme	20 Extreme
			5 Almost Certain	5 Moderate	10 High	16 Extreme	20 Extreme	26 Extreme
Task/Equipment/ Materials/ Activity, etc.	Hazard	Who is at risk	Existing Controls currently used. (What are we doing now?)	Risk Evaluation			Additional control/precautionary measures required	By whom and when
				Severity	Likeli- hood	Rating		
Rough and tumble	Children hurting others in play	Child	Children are reminded of the golden rules; kind hands, kind feet, inside voices, caring for toys and being kind to each other. Rough and tumble play will be closely supervised, staff will adapt where necessary maintaining the child's interest.	2	3	6	Staff to communicate with each other on acceptable behaviours and to professionally challenge each other to gain an understanding of what risk and resilience looks like for a child at our setting.	ZC to lead
Physical play	Children falling, bumps and bruises from physical exertion	Child	Children are encouraged to take risks. They are supported to problem solve and talk through ideas. Staff sensitively encourage children to evaluate own risk.	2	3	6	Staff to use the growth mindset approach and reflect on how we as adults communicate to children; instead of don't run, can you feel the slippiness of the grass?	All

RISK MANAGEMENT ASSESSMENT

Title (Activity/Job/ Premises)	Travelling in vehicles	0015	Likelihood	Risk/Severity				
				1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
Location	All Employees	Zoe Corfield	1 Rare	1 Low	2 Low	3 Low	4 Moderate	5 Moderate
Authorising Manager	Zoe Corfield	Zoe Corfield	2 Unlikely	2 Low	4 Moderate	6 Moderate	8 High	10 High
Overall Rating	6	01/09/2022	3 Possible	3 Low	6 Moderate	9 High	12 High	16 Extreme
			4 Likely	4 Moderate	8 High	12 High	16 Extreme	20 Extreme
			5 Almost Certain	5 Moderate	10 High	16 Extreme	20 Extreme	26 Extreme
Task/Equipment/ Materials/ Activity, etc.	Hazard	Who is at risk	Existing Controls currently used. (What are we doing now?)	Risk Evaluation			Additional control/precautionary measures required	By whom and when
				Severity	Likeli- hood	Rating		
Transporting children	Road traffic accident	All	All children in age appropriate car seat and wearing seatbelts (except train journeys). Adults to sit within group of children wearing a seatbelt. Walk ways are kept clear and emergency exits identified. Staff are positioned so all children are visible at the front, middle and rear of the vehicle.	5	1	5	Support parental teaching at home of the importance and legal requirement of wearing seatbelts.	All
Transporting children	Breakdown	All	The road worthiness of the vehicle is checked by the companies own risk assessment.	1	3	3	If staff have any concerns about the roadworthiness of the vehicle, they should report this to the manager immediately.	All
Getting on and off vehicles	Falling into road, falling down steps or onto train track.	All	Staff assist children on and off vehicles, verbally instructing them of how to remain safe. Staff will be	3	3	9		All

			located at the front, middle and back of the group to enable them to supervise all children when getting on and off the vehicle.					
Fallen objects from luggage racks	Bumps and knocks.	All	Only small hand luggage to be stored overhead, any heavy items to be stored in luggage area or under seats. Driver to check luggage secure before setting off.	2	3	6		All
Impaired driver	Road traffic accident	All	Manager seated near the driver so can monitor driving. All other staff to supervise children throughout the journey.	5	1	5		All
Rest stops	Abduction or missing child	All	Registers are taken at regular intervals and all staff are responsible for a small group of children throughout the outing. Manager makes themselves aware of any family issues and is extra vigilant in these circumstances.	5	1	5	In case of missing child please see procedures for Supervision of Children on Outings and Visits found in the 'Safety and Suitability of Premises, Environment and Equipment Policy'.	All

RISK MANAGEMENT ASSESSMENT

Title (Activity/Job/ Premises)	Swimming	016	Likelihood	Risk/Severity				
				1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
Location	All Employees	Zoe Corfield	1 Rare	1 Low	2 Low	3 Low	4 Moderate	5 Moderate
Authorising Manager	Zoe Corfield	Zoe Corfield	2 Unlikely	2 Low	4 Moderate	6 Moderate	8 High	10 High
Overall Rating	8	01/09/2022	3 Possible	3 Low	6 Moderate	9 High	12 High	16 Extreme
			4 Likely	4 Moderate	8 High	12 High	16 Extreme	20 Extreme
			5 Almost Certain	5 Moderate	10 High	16 Extreme	20 Extreme	26 Extreme
Task/Equipment/ Materials/ Activity, etc.	Hazard	Who is at risk	Existing Controls currently used. (What are we doing now?)	Risk Evaluation			Additional control/precautionary measures required	By whom and when
				Severity	Likeli- hood	Rating		
Children in public building	Abduction or missing child	All	Registers are taken at regular intervals and all staff are responsible for a small group of children throughout the outing. Person in charge has registers and contact details of all children.	5	1	5	In case of missing child please see procedures for Supervision of Children on Outings and Visits found in the 'Safety and Suitability of Premises, Environment and Equipment Policy'.	All
Children in hazardous area i.e. wet slippy floors	Slips or falling into pool	All	Children are asked to walk and taught risks of the pool areas. They follow the same procedure each session, sitting at the side of the pool to have flotation devices fitted before entering water.	3	3	9		All

Children becoming overwhelmed in swimming pool	Drowning	Child	Children have sole use of small private pool. Adults supervise children from within the pool. Flotation devices are only removed once the adult is happy the child is confident and only with 1:1 supervision.	5	2	10		All
Infection control	Becoming unwell	All	If children appear unwell, we will not take them swimming due to risk of ear infection and other cold like symptoms.	2	3	6	Children may be well enough to be in the setting but adults may conclude swimming could exacerbate their condition and enjoyment of the activity.	All

RISK MANAGEMENT ASSESSMENT

Title (Activity/Job/ Premises)	Visits to farms/parks.	017	Likelihood	Risk/Severity				
				1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
Location	All Employees	Zoe Corfield	1 Rare	1 Low	2 Low	3 Low	4 Moderate	5 Moderate
Authorising Manager	Zoe Corfield	Zoe Corfield	2 Unlikely	2 Low	4 Moderate	6 Moderate	8 High	10 High
Overall Rating	6	01/09/2022	3 Possible	3 Low	6 Moderate	9 High	12 High	16 Extreme
			4 Likely	4 Moderate	8 High	12 High	16 Extreme	20 Extreme
			5 Almost Certain	5 Moderate	10 High	16 Extreme	20 Extreme	26 Extreme
Task/Equipment/ Materials/ Activity, etc.	Hazard	Who is at risk	Existing Controls currently used. (What are we doing now?)	Risk Evaluation			Additional control/precautionary measures required	By whom and when
				Severity	Likeli- hood	Rating		
Children in public area	Abduction or missing child	All	Registers are taken at regular intervals and all staff are responsible for a small group of children throughout the outing. Person in charge has registers and contact details of all children.	5	1	5	Please see procedures for Supervision of Children on Outings and Visits found in the 'Safety and Suitability of Premises, Environment and Equipment Policy'.	All
Physical play	Children falling, bumps and bruises from physical exertion and inappropriately aged equipment	Child	Adults to familiarise self with layout of setting and risk assess equipment before child usage. Children are encouraged to take risks. They are supported to problem solve and talk through ideas. Staff sensitively encourage children to evaluate own risk.	2	3	6	If we are visiting a new setting on a trip, we will send an advance party beforehand to risk assess and plan the trip. We will also ask to see the settings own risk assessment.	BP

							Staff to use the growth mindset approach and reflect on how we as adults communicate to children; instead of don't run, can you feel the slippiness of the grass?	All
Animal petting	Bites, bumps, infection.	All	Children to be warned of dangers, first aid kit to be fully equipped to manage such injuries. Hands to be washed after petting or feeding animals.	2	3	6	Positively teach children about animal care.	All
Toileting	Infection, burns from washing facilities	All	Staff to supervise children when toileting, ensuring good hygiene measures are followed. Spare wipes, toilet paper and alcohol gel will be readily available. Staff to check temperature of water and dryers before child usage.	2	3	6	Please see procedures for Supervision of Children on Outings and Visits found in the 'Safety and Suitability of Premises, Environment and Equipment Policy'.	All
Emergency Evacuation	Injury or death	All	Manager to familiarise self and staff with setting. Emergency exits will be signposted to all staff with instructions on what to do in an emergency procedure.	2	3	6		All
Pregnant adults	Miscarriage	Adults	Adults are made aware of risks to pregnancy from contact with certain animals i.e. lambing.	3	3	9	Please see Animals in the setting procedure in the 'Safety and Suitability of Premises, Environment, and Equipment Policy'	All

RISK MANAGEMENT ASSESSMENT

RISK MANAGEMENT ASSESSMENT								
Title (Activity/Job/ Premises)	Visits to Pinvin Federation site	018	Likelihood	Risk/Severity				
				1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
Location	All Employees	Zoe Corfield	1 Rare	1 Low	2 Low	3 Low	4 Moderate	5 Moderate
Authorising Manager	Zoe Corfield	<i>Zoe Corfield</i>	2 Unlikely	2 Low	4 Moderate	6 Moderate	8 High	10 High
Overall Rating	5	01/09/2022	3 Possible	3 Low	6 Moderate	9 High	12 High	16 Extreme
			4 Likely	4 Moderate	8 High	12 High	16 Extreme	20 Extreme
			5 Almost Certain	5 Moderate	10 High	16 Extreme	20 Extreme	26 Extreme
Task/Equipment/ Materials/ Activity, etc.	Hazard	Who is at risk	Existing Controls currently used. (What are we doing now?)	Risk Evaluation			Additional control/precautionary measures required	By whom and when
				Severity	Likeli- hood	Rating		
Children in school building	Missing child due to unfamiliar surroundings	All	Children and adults sign in at the middle school reception desk. Registers are taken at regular intervals and all staff are responsible for head counting the children. Children are supervised by an adult when using the school toileting facilities. All gates are padlocked.	4	1	4	Children and adults to always be signed in at reception	All
Use of playground and equipment	Knocks by other children, injury from equipment, trips on surfaces.	Child	Clear rules and boundaries regarding use of equipment. The playground will only be used when small groups of children are out to avoid overcrowding. Children will wear appropriate footwear to prevent unnecessary falls.	2	3	6		All

Access to areas not maintained by pre-school	Injury or poisoning.	Child	If using forest school site, this needs to be risk assessed prior to visit. Any hazards highlighted to staff, children and school caretaker.	3	2	6		All
Emergency Evacuation	Danger to life	All	The pre-school is included in emergency evacuation drills run by the school if on the premises at the time.	4	1	4	Staff to familiarise self with school emergency procedures.	All

RISK MANAGEMENT ASSESSMENT

RISK MANAGEMENT ASSESSMENT								
Title (Activity/Job/ Premises)	Local walks including to church	019	Likelihood	Risk/Severity				
				1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
Location	All Employees	Zoe Corfield	1 Rare	1 Low	2 Low	3 Low	4 Moderate	5 Moderate
Authorising Manager	Zoe Corfield	<i>Zoe Corfield</i>	2 Unlikely	2 Low	4 Moderate	6 Moderate	8 High	10 High
Overall Rating	5	01/09/2022	3 Possible	3 Low	6 Moderate	9 High	12 High	16 Extreme
Task/Equipment/ Materials/ Activity, etc.	Hazard	Who is at risk	Existing Controls currently used. (What are we doing now?)	Risk Evaluation			Additional control/precautionary measures required	By whom and when
				Severity	Likeli- hood	Rating		
Crossing the road and walking through village	Knocked over by a vehicle	All	Children wear hi-vis jackets. Adult to walk on outside of pavement, nearest to the road. If group of children; adults positioned at front, middle and back of line. Children to walk in single file. Adults support children that are younger or likely to be distracted. Rules around road safety re-enforced with all children. If crossing the road staff stop the traffic flow to allow children to cross safely.	4	1	4	Staff to use public footpaths rather than roads if safe to do so.	All

Children in public areas	Abduction or missing child	All	Registers are taken at regular intervals and all staff are responsible for a small group of children throughout the outing.	5	1	5	Please see procedures for Supervision of Children on Outings and Visits found in the 'Safety and Suitability of Premises, Environment and Equipment Policy'.	All
Access to areas not maintained by pre-school	Injury or poisoning.	Child	Staff aware of risks during walk and on arrival to destination. i.e. stinging nettles, roads, farm vehicles, berries, church furnishings etc. This is to be discussed before trip commences.	3	2	6		All
Emergency Evacuation	Danger to life	All	Manager to establish location of emergency exits and plan for an emergency evacuation. Manager to be aware of the use of local fields for livestock and avoid these areas if in use.	5	1	5	Staff to familiarise self with emergency evacuation procedures.	All

RISK MANAGEMENT ASSESSMENT

Title (Activity/Job/ Premises)	Visits to public spaces i.e. library, Co-op and town	020	Likelihood	Risk/Severity				
				1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
Location	All Employees	Zoe Corfield	1 Rare	1 Low	2 Low	3 Low	4 Moderate	5 Moderate
Authorising Manager	Zoe Corfield	Zoe Corfield	2 Unlikely	2 Low	4 Moderate	6 Moderate	8 High	10 High
Overall Rating	5	01/09/2022	3 Possible	3 Low	6 Moderate	9 High	12 High	16 Extreme
			4 Likely	4 Moderate	8 High	12 High	16 Extreme	20 Extreme
			5 Almost Certain	5 Moderate	10 High	16 Extreme	20 Extreme	26 Extreme
Task/Equipment/ Materials/ Activity, etc.	Hazard	Who is at risk	Existing Controls currently used. (What are we doing now?)	Risk Evaluation			Additional control/precautionary measures required	By whom and when
				Severity	Likeli- hood	Rating		
Crossing the road and walking through town	Knocked over by a vehicle	All	Children wear hi-vis jackets and walk in single file at all times. Adult to walk on outside of pavement, nearest to the road. If group of children; adults positioned at front, middle and back of line. Adults support children that are younger or likely to be distracted. Rules around road safety re-enforced with all children. If crossing the road staff use pedestrian crossings to allow children to cross safely.	4	1	4	Additional ratios in place when in busier areas.	All
Children in public areas	Abduction or missing child	All	Registers are taken at regular intervals and all staff are responsible for a small group of children throughout the outing.	5	1	5	Please see procedures for Supervision of Children on Outings and Visits found in the 'Safety and Suitability of	All

							Premises, Environment and Equipment Policy'.	
Access to areas not maintained by pre-school	Injury or poisoning.	Child	Adult to risk assess visit beforehand to identify hazards such as; entering and exiting the building (automatic doors), using lifts, moving around the building safely to avoid hazards in pathways. When visiting shops children to be reminded of rules on touching objects and given clear instruction on expectations. If using adult equipment i.e. shop tills/computers, children must be supervised 1:1.	3	2	6	Manager to see setting risk assessment prior to visit.	All
Emergency Evacuation	Danger to life	All	Manager to establish emergency exits and plan for an emergency evacuation.	5	1	5	Staff to familiarise self with emergency evacuation procedures.	All

RISK MANAGEMENT ASSESSMENT

RISK MANAGEMENT ASSESSMENT								
Title (Activity/Job/ Premises)	Visits to Care Home	021	Likelihood	Risk/Severity				
				1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
Location	All Employees	Zoe Corfield	1 Rare	1 Low	2 Low	3 Low	4 Moderate	5 Moderate
Authorising Manager	Zoe Corfield	<i>Zoe Corfield</i>	2 Unlikely	2 Low	4 Moderate	6 Moderate	8 High	10 High
Overall Rating	5	01/09/2022	3 Possible	3 Low	6 Moderate	9 High	12 High	16 Extreme
			4 Likely	4 Moderate	8 High	12 High	16 Extreme	20 Extreme
			5 Almost Certain	5 Moderate	10 High	16 Extreme	20 Extreme	26 Extreme
Task/Equipment/ Materials/ Activity, etc.	Hazard	Who is at risk	Existing Controls currently used. (What are we doing now?)	Risk Evaluation			Additional control/precautionary measures required	By whom and when
			Severity	Likeli- hood	Rating			
Children and adult's emotional well- being	Children's reaction to residents who may be different and have medical needs. Residents reaction to children; if this causes stress, we would limit who we visit and interact with.	Child	Only small groups visit at one time. Activities are planned for residents and children but are a choice activity. Adults reassure children and support relationships sensitively. Only children who volunteer come on visits, unless a special occasion i.e. Christmas when a larger group would attend.	3	1	3		
Children in public areas	Abduction or missing child	All	Registers are taken at regular intervals and all staff are responsible for a small group of children throughout the outing.	5	1	5	Please see procedures for Supervision of Children on Outings and Visits found in the 'Safety and Suitability of	All

							Premises, Environment and Equipment Policy'.	
Access to adult living areas	Trips and falls	All	Children to be reminded of how we must move carefully around the home and give residents space to manoeuvre.	2	2	4		All
Access to areas not maintained by pre-school	Injury or poisoning.	Child	Children are fully supervised at all times. They have clear rules regarding touching objects that aren't theirs. Medication is kept out of reach of children and stored as per care home procedures.	3	2	6	Manager to see setting risk assessment prior to visit.	All
Infection	Illness and spreading of infection	All	Children practice good hand and respiratory hygiene. If the care home has an increase in infections, we would refrain from visiting.	3	2	6	During Covid-19 we have ceased all visits. We continue contact through letters and face time.	
Emergency Evacuation	Danger to life	All	Manager to establish emergency exits and plan for an emergency evacuation.	5	1	5	Staff to familiarise self with emergency evacuation procedures.	All

RISK MANAGEMENT ASSESSMENT

Title (Activity/Job/ Premises)	Security of Premises and Lone working	022	Likelihood	Risk/Severity				
	1 Insignificant			2 Minor	3 Moderate	4 Major	5 Catastrophic	
Location	All Employees	Zoe Corfield	1 Rare	1 Low	2 Low	3 Low	4 Moderate	5 Moderate
Authorising Manager	Zoe Corfield	Zoe Corfield	2 Unlikely	2 Low	4 Moderate	6 Moderate	8 High	10 High
Overall Rating	6	01/09/2022	3 Possible	3 Low	6 Moderate	9 High	12 High	16 Extreme
			4 Likely	4 Moderate	8 High	12 High	16 Extreme	20 Extreme
			5 Almost Certain	5 Moderate	10 High	16 Extreme	20 Extreme	26 Extreme
Task/Equipment/ Materials/ Activity, etc.	Hazard	Who is at risk	Existing Controls currently used. (What are we doing now?)	Risk Evaluation			Additional control/precautionary measures required	By whom and when
				Severity	Likeli- hood	Rating		
Lone Working	Assault, burglary, injury.	Adult	Lone working should be avoided, however if absolutely necessary procedure must be followed. The manager needs to be informed of when you will be at the premises, for how long and for what reason. You must be contactable by phone and call/message to say when you have arrived home safely.	3	2	6	If work must be completed out of work hours it is preferable to negotiate working from home instead	All
Reports of anti- social behaviour	Vandalism, burglary, personal assault.	Adult	Any reports of anti-social behaviour need to be reported to the manager and on to the police. Lone working should not occur when these issues are in progress.	3	2	6		All

Security of building	Fire, burglary, vandalism.	Adult	On exit of building; lights and electrical sockets should be turned off. The cooker needs to be checked that the gas is off. Any paperwork or money should be locked away securely. Doors closed. The curtains should be drawn to avoid persons seeing into the building. The alarm should be set and the front and back doors locked.	3	3	9	Any concerns should be logged with the local police on 111.	All
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