

RISK ASSESSMENT POLICY

Statement of intent

Jellytots believes that the health and safety of children is of paramount importance. We follow the EYFS Statutory Framework requirements. This is to 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.

The legislation behind the EYFS Statutory Framework is;

- Management of Health and Safety at Work Regulations 1999

For further reading a useful publication is;

- The Pre-school Learning Alliance, Managing Risk (2009)

Aim

The basis of this policy is Risk Assessment. The Pre-school Learning Alliance Risk Assessment Processes follows five steps. These are as follows:

- Identification of risk: Where is it and what is it?
- Who is at risk: Staff, Children, Students, Parents and Volunteers.
- Assessment as to the level of risk: high, medium or 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.

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 they are managing risks if asked by parents and/or carers and inspectors;
- Checking for and noting hazards and risks indoors and outside, and around our school premises for activities;
- Assessing the level of risk and who might be affected; This includes Risk Assessments in relation to children's on-going medical conditions

- Children that need **physical intervention** will have an individual Risk Assessment. This would be completed with advice from relevant professionals with parental permission.
- Deciding which areas need attention; and developing an action plan that specifies the action required, the timescales for action, the person responsible for the action and any funding required.
- Assessing the risk of children being drawn into terrorism, including support for extremist ideas that are part of terrorist ideology. This will be based on an understanding, shared with partners, of the potential risk in the local area. The setting will protect children from being drawn into terrorism by having robust safeguarding policies in place to identify children at risk, and intervening as appropriate
- At Jellytots as there are more than five staff and volunteers employed, the risk assessments are reviewed and amended regularly. **Indoor and Outdoor Risk Assessments** are undertaken termly by the **Joanne Scott/Jan John** Documentation can be found in the 'Risk Assessment Folder' and actions are detailed on the review sheet and monitored frequently.

Outing Risk Assessments

These are undertaken and displayed before a visit for parents to see. Parents have already signed to agree to spontaneous visits out of sessions within the local environment.

- We maintain lists of possible risks that are checked in accordance with the above health and safety framework. These lists can be found:
 1. On the free-standing cupboard inside the mobile
(**Indoor Risk Assessment and Fire Safety Risk Assessment Lists**)
 2. On the wall in the lobby
(**Outdoor Risk Assessment List**)

These lists are checked (and amended when necessary) daily, before each session begins. Records are kept in the 'Daily Continuous Provision Sheet' and signed by the manager/supervisor.

Policy Re-adopted 8th October 2025 – R Cockbill Chairperson