

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

Providers must have a clear and well-understood policy, and procedures for assessing any risks to children's safety, and review risk assessments regularly.

Parc Eglos Nursery: Risk assessment

Policy statement

We believe 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.

Risk assessment means:

Taking note of aspects of your workplace and activities that could cause harm, either to yourself or to others, and deciding what needs to be done to prevent that harm, making sure this is adhered to.

The law does not require that all risk is eliminated, but that 'reasonable precaution' is taken. This is particularly important when balancing the need for children to be able to take appropriate risks through physically challenging play. Children need the opportunity to work out what is not safe and what they should do when faced with a risk.

Health and safety risk assessments inform procedures. Staff should be aware of the Health and Safety Policy and procedures and should report any matters about which they have a concern to the **Nursery Manager and Mr Martyn Pennell (Health and Safety Officer), and the Wrap Around Leader,**

This policy is based on the five steps below:

- Identification of a risk: Where is it and what is it?
- Who is at risk: Childcare staff, children, parents, cooks, cleaners etc?
- Assessment as to whether the level of a risk is high, medium, low. This takes into account both 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 Health and Safety Designated person **Mr Martyn Pennell** (Health and Safety Manager for the Nursery and School) ensures our staff and volunteers have adequate guidance in health and safety matters.

Eeclive is used to store, review and update risk assessments by **Mr Martyn Pennell and the Head teacher** who have overall responsibility for ensuring all risk assessments are regularly reviewed and updated.

- 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 our 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 level of risk and who might be affected;
 - deciding which areas need attention; and
 - developing an action plan that specifies the action required, the time-scales for action, the person responsible for the action and any funding required.

The Governing Body (Committee) carry out health and safety walks twice a year and report back to Mr Martyn Pennell.

- **Martyn Pennell and the Nursery Manager** have a termly meeting including a Health and Safety walk around the indoor and outdoor premises noting any causes for concern. 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.
- Our Manager **and Mr Martyn Pennell** ensure that checks, such as electricity and gas safety checks, and any necessary work to the school premises are carried out annually and records are kept.
- Outdoor checks are conducted by staff on a daily basis as part of a dynamic risk assessment
- **Mr Martyn Pennell** (Health and Safety Manager) ensures that they include relevant aspects of fire safety and food safety for all areas of the premises.
- Risk assessments are in place for key work related tasks and staff carry out dynamic risk assessments prior to an activity taking place. They are vigilant throughout the activity and continue to assess and make changes as required.
- **Our Wrap Around Leader/ Nursery Manager, and Lead TA's** carry out risk assessments for off-site activities as required.

Legal framework

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

Further guidance

Five Steps to Risk Assessment (HSE 2011)

This policy was adopted by

Pathways Nursery

On

9th December 2014

Date of review:

January 2017

Next review due by:

January 2018

Signed on behalf of the provider

Parc Eglos Nursery

Name of signatory

Mr Marc Talbot

Role of signatory

Chair of Governors

