	Hope Spring Nursery 2 Mexborough Avenue (Just off Chapeltown Rd) Leeds, LS7 3EF	Issued and Approved by : Hope Spring Nursery Committee  Date of Last Review: September 2021	Date Of Next Review: September 2022
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<b>RISK ASSESSMENT POLICY</b>			

Hope Spring Nursery is committed to promoting the safety and welfare of all our children, parents, staff and visitors. In order to do this, we aim to ensure that all activities, outings, materials and equipment are safe. The purpose of this policy is to ensure that any hazards associated with these are identified and removed, or minimised to an acceptable level of risk.

**Risk assessments are a required as:**

- They make sure the setting is safe for children, staff, parents and visitors
- They are an Early Years Foundation Stage Welfare requirement
- They are good practice.
- They are a legal requirement for risk assessments under Regulation 3 of the Management of Health and Safety at Work Regulations 1999.

The EYFS 2017 states “that providers must have a clear and well understood policy and procedures, for assessing any risks to children’s safety and review risk assessments regularly.”

**A risk assessment**

- Identifies a hazard which might cause harm.
- Identifies who might be harmed and how
- Evaluates the risks and identifies precautions making sure that any risk attached is acceptable and ensuring that appropriate control measures are put in place if the risk is not acceptable.
- Records findings and implements them.

At Hope Spring Nursery, our risk assessments take into account the numbers, ages and abilities of the children we care for, our resources, planning, staff and space, the weather and the environment. They identify any hazard a piece of equipment or activity may pose and state how the risk can be controlled and what measures are to be put in place to control the risk.

**The difference between a hazard and a risk**


A hazard is something such as a piece of equipment or an activity with the potential to cause harm. A risk is a measure of the probability that the hazard’s potential for harm will materialise. For example, a hazard could be a climbing frame and the risk could be falling off it resulting in injury. The risk assessment would identify and assess the risk and identify ways of minimising harm e.g. by ensuring the equipment is supervised at all times while being used and by providing a safety surface, etc.

**Risk assessments are undertaken by**

The Nursery Manager and the Nursery in conjunction with the staff team will ensure regular risk assessments of the premises, indoors and out, outings and other activities are conducted to identify any hazards or risks and that actions are taken to minimise the risks.

**Risk assessments for outings**

All outings with the children are subject to a risk assessment. This includes an assessment of the ratios of adults to children needed for outings, and it includes an assessment of the risks and hazards that might arise for the children. Parental permission for routine outings is always obtained in advance. Risk Assessment Policy (September 2019)

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**How often are risk assessments reviewed?**

Daily checks by way of a visual inspection, are carried out of the premises and equipment before the children arrive. The outdoor play area is inspected on a daily basis by staff members before the children go out to play to ensure that the outdoor play area is free from hazards. Actions will be taken to minimise any risks from hazards identified immediately.

Children are encouraged (where appropriate to their age/stage of development and understanding) to do their own risk assessments of activities to identify what might happen and what can be done to reduce the hazard or risk.

Our risk assessments are formally reviewed on a six monthly basis unless there is any change in circumstance, environment, equipment or activity in which case a new risk assessment will be carried out immediately. Risk assessments are reviewed to meet the particular needs of children. Risk assessments will be reviewed following an incident.

**How are risk assessments recorded?**

The Statutory Framework states that it is for providers to judge when risk assessments should be in writing. The Nursery Manager and staff will decide what needs to be formally recorded. Those risk assessments which are written down include the date and signature of the person carrying out the assessment and are shared with the whole staff team.

**Who can access risk assessments and daily checks?**

All our written risk assessments are kept in a folder which is located in the nursery staff room. These can be accessed at any time on request by staff and on request by parents and visitors. Staff are encouraged to attend risk assessment training. Daily consultation with staff takes place regarding any changes with regard to risk.

**Recording of accidents and incidents**

Any accidents and incidents will be recorded and monitored to identify further steps to be taken. Ofsted will be informed of any significant accidents or injuries as well as complying with RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1985).

**This policy links with the Fire Safety Policy, COSHH Policy, Lost Child Policy, Health and Safety Handbook, Staff Handbook, Induction Procedures, First Aid Policy and the Child Protection (Safeguarding) Policy.**

**References:**

1. Five Steps to Risk Assessments leaflet [www.hse.gov.uk/risk/fivesteps.htm](http://www.hse.gov.uk/risk/fivesteps.htm)
2. Ofsted Risk Assessment Guidance November 2012
3. Regulation 3 of the Management of Health and Safety at Work Regulations 1999.

**Policy written July 2014.**

**To be reviewed in July 2015 unless legislation or an incident requires a review sooner.**

**Policy amended September 2021**