

# **Burton on the Wolds Risk Assessment Policy**



## **Introduction**

It is not only a legal requirement, but also this School's firm belief, that risks to health and safety should be controlled wherever possible through risk assessments. These are therefore conducted in this school on a regular basis and cover all identified risks to our pupils, our staff, our buildings, our grounds, in our daily routines and at all school events.

## **Purposes**

- To ensure children are cared for safely
- To ensure high standards of provision
- To enable staff and parents to be clear about the requirements and procedures to reduce the risk of accident

## **Nature of Risk Assessments**

Assessments identify significant risks, such as defects and deficiencies, and prescribe remedial action, i.e. risk control measures.

Thorough risk assessment involves answers to such questions as the following:

- What hazards are we faced with?
- Who might be affected?
- How can the risks be reduced to an acceptable level?
- Can effective measures be implemented now?
- If not, what contingency plans will serve us best for the time being?

## **Guidelines**

The setting will ensure that:

1. Safety checks on premises, both outdoors and indoors, are made before each day/session.
2. Equipment is checked regularly and any dangerous items will be repaired or discarded.
3. Large equipment is erected with care and checked regularly.
4. Floor surfaces are clean and obstacle free, i.e. spillages, obstructions.
5. Equipment offered to children is developmentally appropriate,

recognising that materials suitable for an older child may pose a risk to younger/less mature children.

6. Fire exits will be left accessible and unlocked at all times.
7. Heaters/electric points/wires and leads will be adequately guarded.
8. All dangerous materials, including medicines and cleaning materials, are stored out of reach of the children.
9. Toilet and washing facilities checked regularly.
10. Checks will be made so that it is not possible for a child to get out of the building or out of the grounds by themselves.
11. Outside play areas will be checked in the early morning for dangerous litter and large equipment checked to prevent hazards. This will be recorded by the Site Manager.
12. The layout and space ratios allow children and adults to move safely and freely between activities.
13. Water trays are covered when not supervised. The water to be changed regularly throughout the day. Sand disinfected/replaced regularly.
14. The premises are checked before locking up at the end of day/session

### **Reporting Procedures for Surveys**

The results of our periodic risk assessment surveys are reported initially to the **Finance Group**, and then to the full Governing Body.

### **Conclusion**

This policy should be read in conjunction with the School's Equal Opportunities and Race Equality Policy, Special Educational Needs Policy, Health and Safety Policy and all relevant Child Care Guidance and guidance from the Department for Children, Schools and Families.

Signed \_\_\_\_\_ (Chair of Governors) Date \_\_\_\_\_