

# Risk Assessment

## Policy Statement

The Square Nursery School 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.

The basis of this policy is risk assessment. The Square Nursery School follows the following assessment processes which are as follows:

- Identification of risk: Where is it and what is it?
- Who is at risk: Childcare staff, children, parents, cooks, cleaners etc?
- Assessment as to the level of risk as high, medium, low. This is both the risk of the likelihood of something 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 implemented is working, or if it 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:
  - checking for and noting hazards and risks indoors and outside, and in our premises on a daily basis.
  - assessing the level of risk and who might be affected;
  - deciding which areas need attention; and
  - Where more than five staff and volunteers are employed, the risk assessment is written and is reviewed regularly.

- We maintain lists of health and safety issues, which are checked daily before the session begins, as well as those that are classroom specific and reviewed regularly.

When thinking about risk assessment we consider the following;

- a **hazard** is anything that may cause harm, such as chemicals, electricity, working from ladders, an open drawer etc.
- the **risk** is the chance, high or low, that somebody could be harmed by these and other hazards, together with an indication of how serious the harm could be.

| This policy was adopted on            | Signed on behalf of the nursery | Date for review       |
|---------------------------------------|---------------------------------|-----------------------|
| <i>13<sup>th</sup> September 2025</i> | Zoey Gordon                     | <i>September 2026</i> |

This policy has been read and understood by the following staff members:

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