

## 5.4 Risk Assessment

### Policy statement

This setting believes 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.

Our activities are based on risk management rather than risk avoidance. We plan to actively promote risk taking in play so that children will learn how to judge and minimise risks for themselves.

### 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 and for 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.
- 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 checked on an annual basis when a full risk assessment is carried out.
- The Management Committee are responsible for ensuring that risk assessment procedures are followed.

### Legal framework

- Management of Health and Safety at Work Regulations 1999

### Further guidance

- Risk Assessment, a brief guide in how to control risks in the workplace (HSE 2014)  
<http://www.hse.gov.uk/pubns/indg163.pdf>

Date last reviewed

---

15<sup>th</sup> November 2023

Name of signatory

---

Emma Staples

Role of signatory (e.g. chair)

---

Chair

---

In addition to regular risk assessments, Upwood Small to Tall have completed and reviewed monthly specific risk assessments with regard to the current pandemic.