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## Risk Assessment

Bradpole Preschool believes that the health and safety of children is of paramount importance. We make our preschool a healthy place for children, parents, staff and volunteers by assessing and minimising the hazards and risks to enable children to thrive in a healthy, safe environment.

Our assessment process follows these steps:

- Identification of risk: where is it and what is it?
- Who is at risk: preschool staff, children, parents, maintenance personnel
- Assessment as to whether the level of risk is high, medium or low. This takes into account both the likelihood of it happening, as well as the risk of the possible impact if it did
- Control measures to reduce or eliminate the risk: what we need to do or ensure others do, to reduce the risks
- Monitor and review: how we know if what we have assessed is working and is thorough enough. What we do if we find it is not working, what amendments we will make, or what alternative solutions can we find

## Procedures

- Our risk assessment process covers adults and children and includes:
  - Determining where it is helpful to make some written risk assessment in relation to specific issues, to inform staff practice, and to demonstrate how we are managing risks if asked by parents, carers and inspectors;
  - Checking for and noticing 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;
  - Developing an action plan that specifies the action required, the timescales for action, the person responsible for the action and any funding required
- Our risk assessments are written and then reviewed yearly
- We maintain lists of health and safety issues which are checked daily before the session begins as well as those that are checked at weekly staff meetings, and termly feedback sessions when full risk assessments are carried out

## Legal framework

- Management of health and safety at work regulations (1999)



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### **Coronavirus Update**

- Preschool risk assessments have been updated to include Government Coronavirus guidance, policies and procedures. See information in red Covid file

This policy was adopted at a meeting of: The Committee of Bradpole Preschool

Held during Autumn 2023

Date to be reviewed: Autumn 2024