

## EYFS On-Site Risk Assessment

Activity/task	Persons at risk	Named hazard	Controls in place	Additional controls required
<b>Use of oven and kettle</b>	Children	Burns and scalds	No children in kitchen when oven or kettle is in use. Adult to put items in oven/under grill; children can watch this process from door way. Kettle to be boiled at back of kitchen work surface; children can watch boiling process from door way. No children to be in kitchen unsupervised at any time.	
<b>Hand washing</b>	Children	Burns and scalds	Taps used by children have TCV and temperature of water is checked monthly by Maintenance.	
<b>Cooking, snack preparation</b>	Children and adults	Cuts, food hygiene, slips	<p>Keep all cleaning materials out of children's reach.</p> <p>Keep all sharp knives out of children's reach; children to use safety knives under close adult supervision</p> <p>Hand washing with conversations regarding reasons for this.</p> <p>Correct storage of food items.</p> <p>Working towards all staff holding food hygiene certificate.</p> <p>Spilt liquids and food to be mopped up/swept up promptly.</p> <p>Fridge and freezer temperatures to be logged weekly and if thermometers show an unacceptable temperature all food stored in the fridge or freezer at that time to be thrown away.</p>	

<p><b>Use of rechargeable resources and other electrical equipment</b></p>	<p>Children and adults</p>	<p>Fire, electric shock</p>	<p>All unused electrical sockets to be kept secure with safety covers.  Rechargeable resources e.g. remote control cars, Bee-bots are not left switched on unattended.  Children use touch screen computers, CD players etc... with adult supervision.  All computers to be turned off at the end of the day.  Sanitising wipes used on keyboards and screens etc... to improve infection control during the day.</p>	
<p><b>Use of indoor and outdoor learning environments</b></p>	<p>Children</p>	<p>Trapped fingers</p>	<p>Warn children about dangers of trapping fingers in doors.  Finger guards in place.  Adults aware when children are walking through doorways/holding doors open.</p>	
<p><b>Use of indoor and outdoor learning environments</b></p>	<p>Children and adults</p>	<p>Injury from use of equipment, injury from broken equipment, slips and trips.</p>	<p>Indoor and Outdoor Learning Environment Checklist to be completed at the start of each week.  Broken equipment to be thrown away or removed until repaired.  All spilt liquids to be mopped up promptly.  Spilt sand to be swept up promptly.  No electrical cables to be left trailing across the floor.  Keep floor as clutter free as possible while children are playing paying particular attention to fire exit routes.  Be aware of slip hazards such as wet wood or icy surfaces e.g. ramp out of Squirrel room, logs.  Wheeled toys e.g. tractors, scooters and bikes to be ridden in one section of outdoor learning environment – children to be aware of boundaries.</p>	
<p><b>Use of indoor and outdoor learning environments</b></p>	<p>Children and adults</p>	<p>Stings from insects and nettles.  Poisonous plants.</p>	<p>Any nettles or poisonous plants e.g. foxgloves growing in the outdoor learning environment will be reported to Maintenance and dug out/cut back.  Excessive sightings of bees, wasps or hornets will be reported to the Estate Manager.  If appropriate certain sections of the outdoor learning environment will be made out of bounds until appropriate measures have taken place.</p>	

<p><b>Use of indoor and outdoor learning environments</b></p>	<p>Children</p>	<p>Lack of supervision resulting in injury or child going missing</p>	<p>Statutory Framework ratios to be in place on a daily basis.          Adults in Nursery to be aware of amount of children indoors and outdoors during free flow and position themselves inside or outside as appropriate to ensure correct level of supervision.          Ensure gates are bolted and 'drop over' is in place.          Adults aware of children who pose a flight risk and appropriate supervision put in place when moving around school and grounds. Key staff to undertaken Positive Handling training.          Extra staff and vigilance to be in place if deliveries are being made to the EYFS area.</p>	
<p><b>Use of outdoor learning environment</b></p>	<p>Children and adults</p>	<p>Adverse weather conditions</p>	<p>Weather conditions will be assessed by staff before using outdoor learning environment or school grounds.          The woods will not be used in high winds.          Appropriate clothing will be worn. Children without appropriate clothing will borrow spare EYFS clothing.          Children will be made aware of the need for extra care in icy or snowy conditions and staff will adjust ratios according to the conditions.          Consideration will be given to the appropriate amount of time to spend outdoors if the temperatures are extreme; this includes unusually high temperatures in summer and freezing temperatures in winter.          Children will be made aware of the need for shade and extra drinking water in high summer temperatures.          Maintenance will grit to maintain safe access and egress to EYFS entrances and exits in icy conditions.</p>	

<p><b>Collection of children at end of sessions or other pre-arranged times made with parents/carers</b></p>	<p>Children</p>	<p>Child collected by wrong person</p>	<p>All children to be seated at end of session. In Reception member of staff to stand at outside door and call children as collecting adult is seen. At 12 noon and 1.30 in Nursery children to sit in Rabbit room and member of staff hands them over to collecting adult 1 at a time. At 3.30 Nursery door to be opened and member of staff stands by door. Collecting adults to come in and collect child from Rabbit room carpet.</p> <p>Other named adults collecting EYFS children to give parent set password to Nursery staff before child can go.</p> <p>Staff must speak to parents of child who is to go with another adult – texts will not to be used as ‘evidence’ that another parent has permission to collect a child.</p>	
<p><b>Carried out by: Karin Green</b></p>		<p><b>Date:</b> 29.12.17</p>	<p><b>Review Date:</b> April 2018 (EYFS INSET session)</p>	