



**Early Years Foundation
Stage
On-Site Risk Assessment 2017**

Indoor and Outdoor Learning Environment Checklist

Is the indoor learning environment safe, clean and secure?	
Is the outdoor learning environment safe, clean and secure?	
Are the kitchen work surfaces clear?	
Are sharp knives out of the reach of children?	
Are cleaning materials out of the reach of children?	
Are unused electrical sockets secure with safety covers?	
Is the environment free of trailing cables?	
Are fire exits clear of equipment etc?	
Is indoor play equipment safe to use?	
Is outdoor play equipment safe to use?	
Is the indoor learning environment too hot/ too cold/ too stuffy/ too dark?	
Do children have easy access to drinks of water?	
Do children have access to healthy snacks?	
Is there adequate space for the children to learn and play?	
Do the learning environments enable children to continue to develop as independent learners?	
Is the Fridge/Freezer showing the correct temperatures for safe food storage?	

Points to consider

Visibility	
How much of the inside areas can be seen?	As the Nursery is partitioned into 3 sections staffing decisions will have to be made constantly as the children free flow through the areas. Staff must also be aware of children who may be accessing the toilets independently. If a member of staff leaves the Nursery with a group of children they must inform another member of staff how many children they have with them.
How much of the outside area can be seen?	As the outside area is 'L' shaped during free flow from indoors to outdoors staffing decisions must be based on the amount of children who have chosen to be in each area. The following statement from the Statutory Framework must always be adhered to: 'Children must usually be within sight and hearing of staff and always within sight or hearing.'
Are there any blind spots indoors?	The Nursery partitioning walls make potential blind spots which staff will respond to as necessary. There are no blind spots in the Reception classrooms. All EYFS staff must be aware that making dens, using pop up tents etc... create enclosed spaces for the children but also create blind spots that will need monitoring.
Are there any blind spots outdoors?	Staff must be aware that there are areas that can't be seen clearly e.g. sand pit, tepee and they need to place themselves accordingly.
Access Points/security	
How do the children access the outside environment?	Nursery will access the outdoor learning area through the Rabbit room and Fox room cloakroom area or the door in Squirrel room. Reception children will access the area from the back door of each classroom.
How are the access points made secure?	Each exterior gate has two locks which are only ever opened by an adult. The locks are too high

	<p>for EYFS children to reach and the security lock can only be managed by an adult. EYFS access doors are opened by an adult when it is time to go outdoors.</p> <p>Access to Nursery is by code pad and this code is known by the EYFS staff, the Estate's Manager, Maintenance and Housekeeping.</p> <p>Access to the Reception classrooms through school is via doors that are on timed locks and can only be accessed by staff via their staff card.</p> <p>Rear doors to the Outdoor Learning Area should be locked when the classrooms are empty.</p>
<p>How often are fencing/gates checked by staff?</p>	<p>At the beginning of each outdoor session EYFS staff will ensure all gates are double locked.</p> <p>Damage to gates or fencing will be reported immediately to the Estate Manager and the Maintenance department.</p>
<p>Are the access points used by staff, children, parents or visitors to access other areas of the site?</p>	<p>Parents access the Outdoor Learning Area at drop off and pick up. The area is a throughway to several areas of the school but isn't used by older school children during the school day.</p> <p>School staff are aware that if the gates are double locked they need to relock them once they have passed through the gate. During the school day parents access school at the front office and will be directed there if they are found in the outdoor area. If an unaccompanied visitor to school is discovered in this area they will be escorted to the front office by a member of staff.</p>
<p>Equipment</p>	
<p>Which equipment/resources will always require adult supervision?</p>	<p>All outdoor activities have general adult supervision to ensure that everyone is safe and that children are playing/learning appropriately.</p>
<p>Which equipment/resources will require regular safety checks?</p>	<p>All items come under scrutiny on a daily basis but the vehicles/bikes/scooters, the climbing frame, the sand pit and the mud kitchen have regular safety checks.</p>

How often and by whom will these checks be made?	The sand pit is uncovered and raked each morning by a member of the Maintenance department to ensure no access has been made by vermin or cats. Other equipment is checked on a weekly basis by EYFS staff when the Indoor and Outdoor Learning Environment Checklist is completed.
Pupils	
Are there any children who will need particular support and supervision in the outside environment?	AD – flight risk KA – flight risk HP – flight risk
How many children can have access to the outdoor learning environment?	All EYFS children can have access during free-flow and staffing decisions must be based on the amount of children who have chosen to be in each area. We will aim to maintain appropriate ratios during free-flow and will take weather conditions, age of children and activities available into account when considering staffing and ratios across the whole environment.
How will it be ensured that all children are safely indoors at the end of a session?	Each Room Leader and Reception teacher will ensure that they have the correct number of children and one member of staff will 'sweep' the Outdoor Learning Area, particularly the blind spots, before the doors are shut.
Other	
How will weather conditions affect surfaces, equipment, activities and access?	We endeavour to use the area in all weathers and EYFS staff will ensure the environment is safe before the children are allowed to use it. The Maintenance department will grit the area in icy conditions, leaves will be removed before they become a slip hazard and during periods of high temperatures the children will be encouraged to play in the shade. The children have a range of outdoor clothes they can wear according to the conditions.

	<p>Other safety issues that may impact on the use of the Outdoor Learning Area include nettles and brambles which will be reported to the Estate's Manager and the Maintenance department so they can be removed.</p> <p>Insects such as wasps and hornets or sightings of their nests will be reported to the Estate's Manager so they can be dealt with.</p>
<p>Who are the trained First Aiders?</p>	<p>All EYFS staff will have to hold a current 2 day Paediatric First Aid qualification. The children can also be taken to the School Nurse or if necessary she can come to them.</p>
<p>How will illness be monitored?</p>	<p>Staff will inform the school nurse of how many children and adults are off with diarrhoea and vomiting so that the numbers can be monitored. Other illnesses such as raised temperature, coughs and cold and sore throats can also be reported to the school nurse if they seem to be excessive.</p>

