



Little Forest Folk

Risk Assessment Policy

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Reviewed by: Xiao Flynn

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Little Forest Folk believes that the health and safety of children is of paramount importance. We make our nursery 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.

Risk assessment means taking note of aspects of your workplace and activities that could cause harm, either to yourself or to others, and deciding what needs to be done to prevent that harm, making sure this is adhered to and is updated when necessary.

The law does not require that all risk is eliminated – but that ‘reasonable precaution’ is taken. This is particularly important when balancing the need for children to be able to take appropriate risks through physically challenging play. Children need the opportunity to work out what is not safe and what they should do when faced with a risk.

Little Forest Folk uses risk assessment processes to ensure the health and safety of our children and staff. We follow the Early Years Alliance's 5 steps process to risk assessment:

1. Identification of risk – where is it and what is it?
2. Who is at risk – for example childcare staff, children, parents, cooks, cleaners?
3. Assessment as to the level of risk as high, medium, low. This is both the risk of the likelihood of it happening, as well as the possible impact if it did.
4. Control measures to reduce/eliminate risk – what will you need to do – or ensure others will do – in order to reduce that risk?
5. Monitoring and review – How do you know if what you have said is working, or is thorough enough? If it is not working, it will need to be amended, or maybe there is a better solution.

Our risk assessment process covers adults and children and includes:



- checking for and noting hazards and risks in our site and in areas which we visit;
- assessing the level of risk and who might be affected;
- deciding which areas need attention; and
- taking action when required. These are all done by the manager or deputy manager.
- Our written risk assessments are reviewed on a bi-annual basis by the manager.
- Daily site risk assessments are carried out both indoors and, in the forest, and any new risks highlighted to the Manager and Operations Manager for action.
- More generic risk assessments will be reviewed bi-annually or following an incident.
- Visual risk assessments are constantly carried out by practitioners, so risks are assessed on an on-going basis.
- Health and safety issues are checked daily before each session by the manager.

Legal framework

Health and Safety at Work Act 1974

Health and Safety at Work Act (1996)

Management of Health and Safety at Work Regulations, 1992

Further Guidance

- Five Steps to Risk Assessment (HSE 2006): www.hse.gov.uk/pubns/indg163.pdf
- Risk Management in Early Years Settings (2007)
- Early Years Alliance