

Voyage @ Flash Ley

RISK ASSESSMENT POLICY

We have clear and well understood procedures for assessing any risks to children's safety, and we review risk assessments regularly. Our risk assessments identify aspects of the environment that need to be checked on a regular basis, when, and by whom, those aspects will be checked, and how the risk will be removed or minimised.

1. DAILY VISUAL INSPECTION

A visual indoor and outdoor inspection is carried out before the children arrive at the setting. Particular attention is paid to:

- Cleanliness of sand, water and toys.
- Cleanliness and safety in the toilet area.
- Check emergency exits are clear.
- Check all toys and equipment used during the session.
- Temperature inside the fridge is checked and recorded.
- Hazards are dealt with or reported to Line Manager

2. WEEKLY USER INSPECTION

- Safety and suitability of furniture.
- Adequate heating, lighting and ventilation.
- General cleanliness, attention to kitchen and toilet area.
- Hazards are dealt with by reporting to Line Manager, or the school Health and Safety Officer.

HAZARDS IN THE SETTING SHOULD BE REMOVED

IMMEDIATELY!

Staff, students and volunteers within Voyage @ Flash Ley are aware of the importance placed on good practice within the setting, concerning child safety.

Staff/child ratio is in line with EYFS DOCUMENT.

We work towards a successful risk assessment by implementing the following simple steps:

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CHECK!

C – Cleanliness: A daily inspection (indoors and outdoors) is carried out before the children arrive.

H – Hazards: Hazards within the setting should be dealt with immediately!

E – Equipment: All equipment and toys should be in safe working order and fit for purpose.

C – Care: Care should be taken at all times not to endanger the children or any adults on the premises.

K – Know: Unless you know that an activity or event is safe for all – **ASK** – it is better to be safe than sorry!

	Extended Services Manager	
	Deputy Manager	
	Chair of Governors	