



Alexandra Park
Children's Learning Community
a personal learning journey together



Risk Assessment Policy

We believe that the health and safety of those in our care is of utmost importance. We endeavour to ensure that Alexandra Park Children's Learning Community is a safe and healthy place for all children, staff, parents, carers and visitors. Children learn best when they are healthy, safe and secure. We strive to create a welcoming, safe and stimulating environment where all children can grow in confidence. "Risk assessments should 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"- Statutory framework for the early years foundation stage (EYFS 2021, page 37).

Procedure

- We have a Risk Assessment Policy and review risk assessments regularly. This is shared with parents.
- Our risk assessments identify aspects of the environment which 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.
- We shall determine where it is helpful to make some written risk assessments in relation to specific issues, to demonstrate how we are managing risks if asked by parents or inspectors.
- Our premises, including outdoor spaces, are safe and fit for purpose.
- All spaces, furniture, equipment and toys used by children are safe for children to use and premises are kept secure.
- We shall keep children safe while on outings, and obtain written parental permission for children to take part in outings. We assess the risks or hazards which may arise identify steps to be taken to remove, minimise and manage those risks and hazards.
- We adhere to adult to child ratios, before implementing any variation to my ratios as outlined in the Statutory framework for the early years foundation stage of September 2021, we will do a risk assessment to demonstrate to parents and/or carers and inspectors that the individual needs of all the children are being met.
- We shall comply with the space requirements within the Statutory framework for the early years foundation stage (September 2021)
- This policy is written alongside our health and safety policy.

The following are the Risk assessments which we undertake at our centre

- Daily Health and Safety Checklists are completed by department staff for all child accessible areas. Any issues are relayed to management for rectification.
- Additionally some activities may require specific Risk assessment. Complete on specific form.
- The Fire Safety and COSHH risk assessments are completed annually by the health and safety officer/fire marshalls.
- The General Operations risk assessment is completed jointly by the Directors annually.
- Pregnant Worker risk assessments are completed jointly by the manager and the member of staff who is pregnant.
- Outings risk assessments are completed by the senior member of staff in the relevant room. This should be checked by the relevant manager.
- Management will be responsible for implementing any risk assessment documents.
- Department Heads are responsible for risk within their departments
- All Risk Documents are kept in the relevant managers office
- COVID-19 Risk Assessment Assessment is completed and updated by managers following every up to date government guidance.
- When on outings staff should always have, a mobile phone, a register with parents contact details, a first aid kit. Please see our outings policy.

Date –August 2021

Signed Manager –

Review – August 2022

Signed Director -