



General Risk Assessment

Company: Woodlands Schools	Location: Little Acorns	Department:	Sheet Number: 1
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PART A – ASSESSMENT OF:
Outdoors

Haz No.	Hazard	Who is at risk?	Existing controls	Likelihood X Severity 1 to 7 1 to 7 = Risk Rating 1 to 49	Further action to be taken <i>(These must be entered on the attached action plan)</i>
1.	Drowning – nature trail pond	Children	Children to be made aware of danger. Close supervision and children encouraged to stay on the path. Buoyancy aids are available	2 x 7 = 14	Continuous Monitoring
2.	Sand play – sand in eyes Animal faeces	Children	Limit number of children on activity at any one time, closely supervise, teach children an awareness of the dangers of throwing sand. Ensure covered when not in use to prevent animals getting in to sand Checked daily before opening Shoes to be removed by all visitors/staff before entering the nursery to prevent mud, dirt and faeces being walked through the setting.	4 x 2 = 8 2 x 1 = 2	Continuous Monitoring Continue to Monitor
3.	Nature Trail – falls	Children	Limit number of children on activity at any one time, closely supervise at all times but allow children to take risk and challenge, only allow children to use equipment if appropriate for their age	4 X 5 = 20	Continuous Monitoring
4.	Outside play – falls, escape, sun burn	Children	Keep area safe and check gates. Bolts fitted to outside of gates to prevent children opening them Regular checks on all equipment to	4 X 3 = 12	Continuous Monitoring

			ensure they are safe and in good working order. Replaced or repaired when necessary. Apply sun cream and ensure children wear hats when outside. Provide shaded area. Educate children on sun safety.		Set up during hot weather under the shade of the trees on the field. Ask for rubber matting on tarmac area in playground
5.	Pets	Children	Only suitable pets to be provided, staff to clean out cages. Children only to handle pets under supervision. Hand washing. Animal health to be maintained. We have fish in the nursery	.1 x 1 = 1	re-assess if new pets arrive.
6.	Timberline Tree House	Children	Adult supervision at all times and appropriate adult support/help for less able children Tree House Safety - addition to dailyNursery rules – no jumping from the tree house steps. No pushing our friends. Limited amount of children in the tree house at any one time.	4 x 5 = 20	Continuous monitoring and supervision, new team members informed of tree house safety at induction.
7.	Veranda of new extension - slip hazard Original Veranda also slippery now when wet.	Children staff and all visitors	Caution - slippery when wet signs erected to draw attention to hazard. Anti slip paint has been applied but not very effective. Anti slip strips have been secured to the veranda – seem very effective.	2 x 3 = 6	I will continue to monitor effectiveness of anti slip strips placed on veranda.
8.	Veranda of Staff Room/Office	Staff and visitors	Anti slip strips have been secured to the veranda – seem very effective.	2 x 3 = 6	I will continue to monitor effectiveness of anti slip strips placed on veranda.
9	Rabbit holes in all gardens – trip hazard, dangerous to the children	Children, staff and visitors	Children are made aware of the holes, staff are constantly drawing their attention to them. Equipment placed over holes to prevent children falling down them where possible	6 x 5 = 30	Holes to be filled. Continuous monitoring and supervision from staff to keep children safe. Holes to be filled regularly by Estates team LW to inform them as and when they appear.
10	Veranda of new office – slip hazard	Staff, children, parents, and visitors	Anti slip strips have been secured to the veranda – seem very effective.	2 x 3 = 6	I will continue to monitor effectiveness of anti slip strips placed on veranda

11	Cloakroom door to be self closing and self locking	Children	Mag lock fitted to with push button release in case of fire 😊	$4 \times 2 = 8$	Staff to be reminded regularly that the door must be closed. Handle must not be pulled up to lock the door as it prevents mag lock working.
12	Nursery Veranda Slippery on entrance to the veranda when wet	Staff, children, parents and visitors	Anti slip strips have been secured to the veranda – seem very effective.	$2 \times 3 = 6$	I will continue to monitor effectiveness of anti slip strips placed on veranda
13	Nursery Veranda must be kept clear of wellington boots, nursery trolley and toy boxes to enable evacuation cot use in the event of fire	Staff, children	All staff aware and responsible to keep the veranda clear of debris and wellies at all times.	$3 \times 4 = 12$	Staff to be reminded regularly that the veranda must be kept clear.
14	Working with Wood – splinters, use of tools.	Children and Staff	Limit number of children at activity at any one time (3) max. Safe use of tools reinforced continuously, Wearing of safety goggles when working with wood. Wood station to be set up in own area to avoid transportation of tools. adult supervision and support at all times, adult to model safe use of tools and techniques	$4 \times 3 = 12$	Continuous Monitoring and reflection on what's working well and what's not.
15	Tree stump stepping stones – slip hazard when damp or wet	Children and Staff	Adult must support children on this activity at all times. Education of children that it will be slippery when wet or damp.	$4 \times 3 = 12$	Continuous monitoring
16	Wooden Monkey Bars	Children	Only one child on the equipment at any time Safety on this piece of equipment added to daily rules. Adult to support children	$3 \times 3 = 9$	Continuous monitoring
17	Step into the playground from metal entrance gate	Children and Adults	Barrier ordered to go around the step when the children are in the garden. Adults to monitor bikes and cars in the area and highlight to the children to be careful of the step.	$2 \times 5 = 10$	All staff to be made aware of putting barrier in place when children are in the garden, and to remove it before collection and drop off times. Continuous monitoring to ensure barrier is in place by LW and JL

18	Balance Bikes	Children	Balance Bikes to be used on the pathway by the tennis courts. Pathway is more of a flat surface than the playground in the nursery.	4 x 3 =12	Continuous monitoring.
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Assessor(s) name: Lyn Warren	Assessor(s) signature:	Date:24.01.23
The Department Manager should sign below to show that the assessment is a correct and reasonable reflection of the hazards and of the control measures and actions required.		
Department Manager's name: Lyn Warren	Department Manager's signature:	Date: 24.01.23

Action Plan					
Hazard No.	Details of Action to be Taken	Action by who	Target Date	Completion Date	Signature
11	Self close/lock, keypad entrance to be fitted to existing door or new door with those features to be fitted – actual action taken – Mag lock fitted with push button release, no self close available on that door.	Paul Mayhew Ian Gale	3.6.19	September 2019	Lyn
12	Replacement non slip strips to be fitted to covered part of the veranda	Ian Gale	3.6.19	September 2019	Lyn
17	Barriers for step in the playground ordered Delivery Pending	Paul Mayhew	28.01.22	February 2021	Lyn

Why are we doing this -	Employers with 5 or more employees are required to undertake risk assessments in order to assess what our company needs to do to comply with health and safety legislation.	Risk Rating	Likelihood	Risk Rating	Severity
Who should be the assessor -	The assessor should be someone with training in risk assessment who has experience and knowledge of the work activities and tasks that are under assessment.	7	Almost Certain	7	Fatality
Sub task -	It is important when carrying out the risk assessment, that the activity to be assessed is broken down into sufficient sized sub-tasks to allow a suitable rating to be allocated to each part. If the assessment is not broken down sufficiently, then it is possible to underestimate the level of risk involved.	6	Very Likely	6	Disability
What is a hazard -	A hazard is anything with the potential to cause harm or damage, for example chemicals, manual handling, working from ladders, electricity etc.	5	Probable	5	Hospitalisation
Who is at risk -	This is used to show all those who may be affected by the activity, this may not just be our own employees. Others affected could include visitors, contractors, the public, and other groups.	4	Possible	4	Lost Time
		3	Plausible	3	First Aid
		2	Unlikely	2	Discomfort

<p>Existing controls -</p> <p>-----</p> <p>foot wear or gloves.</p>	<p>Existing controls cover the measures already in place to reduce the over all risk. Examples would be training to undertake a task or protective clothing such as protective</p>	1	Effectively Impossible	1	No Harm
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