

Risk assessments and Daily check list

Downside Preschool believes that children and adults work well in an environment that is safe and welcoming.

The preschool carries out written risk assessments regularly. These are regularly reviewed and cover potential risks to children, staff and visitors at the preschool. When circumstances change in the preschool, e.g. a significant piece of equipment is introduced; we review our current risk assessment or conduct a new risk assessment dependent on the nature of this change.

We aim to make children, parents and staff aware of health and safety issues to minimise risk and hazards. To do this we will:

Ensure staff are trained in the risk assessment process to ensure understanding and compliance.

Maintain lists of health and safety issues which are checked daily:

All staff should be aware of potential hazards in the preschool environment and monitor safety at all times.

All staff will;

- Understand the importance of the daily check and complete it fully
- Undertake the safety checks (by form of rota)
- Complete the check before opening the doors for children and parents.
- Communicate any hazards/issues to the preschool manager and other staff
- Will make sure the check is completed at lunchtime and at the end of the session.

Our risk assessment process includes:

A risk assessment booklet ensuring that practitioners have a clear understanding of assessing risks. These are done during formal staff meetings. If a new activity or event determines a written risk assessment, this will be done and shared with all staff.

We will check for hazards and risks indoors and outside, and in our activities and procedures.

Written risk assessments will be reviewed annually unless deemed necessary before hand by the health and safety co-ordinator and preschool manager.

This policy was adopted on	1 st September 2023
Signed on behalf of the Pre School	Julie Russell
Date disseminated to staff	1 st September 2023
Date for review	September 2024