

# Safeguarding and Welfare Requirement: Safety and Suitability of Premises, Environment and Equipment

## Risk assessment

### Policy statement

The health, safety and wellbeing of children are of paramount importance. Our setting is committed to providing an environment where risks are carefully assessed, controlled and reviewed, enabling children to learn, explore and take appropriate, developmentally beneficial risks within a safe and supportive environment.

Risk assessment is an essential part of our safeguarding responsibilities and is embedded in all daily practice, routines, activities and off-site visits. We comply with all statutory requirements and local authority expectations, including the EYFS 2024/25 Safeguarding and Welfare Requirements, Bromley risk management guidance and the Management of Health & Safety at Work Regulations (1999).

### **Definitions of Risk Assessment**

Risk assessment involves identifying aspects of the environment, resources, activities or behaviours that may cause harm, and taking proportionate, reasonable steps to reduce or manage those risks.

Legally, risk cannot be eliminated entirely; instead, we must take reasonable precautions to prevent harm. Children must still be able to engage in challenging and explorative play, learning to assess risk, problem-solve and make safe choices with adult guidance.

We follow the five recognised steps of risk assessment:

1. Identify the hazards - What could cause harm?
2. Identify who may be harmed - Children, staff, visitors, volunteers, parents, contractors.
3. Evaluate the risks - Consider likelihood, severity, and level of risk (high/medium/low).
4. Decide on control measures - What actions will reduce or remove the risk?
5. Monitor, review and update - Assess whether measures are effective; amend as needed.

### Procedures

#### **Written and Dynamic Risk Assessments**

- We use written risk assessments for all key areas of practice, including premises, equipment, activities and outings.
- Dynamic risk assessments are carried out continuously throughout the day by all staff, adjusting supervision or environment immediately where emerging risks are identified.
- Risk assessments are reviewed:
  - At least annually
  - After any significant incident or accident

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- Following changes to the environment, staffing or procedures
- Immediately if advised by Bromley Environmental Health, Fire Safety, or Ofsted.

### **Areas Covered by Risk Assessments**

Our risk assessment process covers all adults and children and includes:

#### **Premises and Environment**

- Indoor and outdoor spaces
- Daily opening/closing checks
- Trip hazards, flooring, lighting and ventilation
- Security, entry/exit points and perimeter safety
- Fire safety measures and evacuation procedures
- Water safety and Legionella awareness (as advised)

#### **Equipment and Resources**

- Age-appropriate use
- Climbing equipment and physical play
- Storage, safety checks and maintenance
- SEND-specific equipment
- Removal/replacement of unsafe items

#### **Activities and Routines**

- Changing nappies and toileting
- Food preparation, serving and snack routines
- Cooking and science activities
- Messy play, sensory activities, small parts
- Outdoor learning, weather conditions and seasonal risks
- Use of tools, scissors or equipment that requires supervision

#### **Individual Child Needs**

Risk assessments are completed for:

- Children with medical conditions or allergies
- Children requiring medication
- Behaviour support (if applicable)
- Children with SEND requiring specific arrangements
- Safeguarding concerns or vulnerability risks

#### **Visitors and Contractors**

Risk assessments cover:

- Visitors bringing resources, animals, tools or equipment
- Contractors working on site
- Students and volunteers

#### **Off-site Activities & Outings**

- Transport (including public transport and walking routes)
- Supervision ratios (meeting EYFS requirements)
- Venue-specific hazards

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- Medical, allergy or SEND considerations
- Lost child procedures
- Emergency contact arrangements

### **3. Staff Responsibilities**

- The Manager has overall responsibility for ensuring that risk assessments are completed, reviewed and implemented.
- All staff receive training in risk assessment procedures during induction and ongoing CPD.
- Staff must immediately report any hazards or concerns and remove unsafe items from use.
- Staff must adapt supervision, group organisation and activities based on risk and emerging situations.

### **4. Documentation**

- Risk assessments are clearly dated and signed.
- For settings with five or more employees, all risk assessments are written, stored securely, and made available to Ofsted and parents upon request.
- Daily, weekly and termly checklists are maintained and monitored by management.

### **5. Monitoring and Review**

- Risk assessments are reviewed termly, or sooner if needed.
- Near-misses, accidents and incidents inform future risk assessments.
- Learning from incidents is shared with the team during staff meetings and supervision.

### **Legal Framework**

- Management of Health and Safety at Work Regulations 1999
- Health and Safety at Work Act 1974
- EYFS Statutory Framework 2024/25
- Regulatory Reform (Fire Safety) Order 2005
- Control of Substances Hazardous to Health (COSHH) 2002

### **Further Guidance**

- Five Steps to Risk Assessment (HSE 2011)
- Dynamic Risk Management (Early Years Alliance, 2017)
- Bromley Local Authority Health & Safety Guidance
- Legionnaires' Disease: A Brief Guide for Dutyholders (HSE 2012)