



Hindon CEVA Primary School  
School Environment  
Risk Assessment  
with particular reference to EYFS



a **hazard** is anything that may cause harm, such as chemicals, electricity, working from ladders, an open drawer etc;



the **risk** is the chance, high or low, that somebody could be harmed by these and other hazards, together with an indication of how serious the harm could be.

**Extract from the statutory framework for the early years foundation stage**

It is essential that children are provided with safe and secure environments in which to interact and explore rich and diverse learning and development opportunities. Providers need to ensure that, as well as conducting formal risk assessment, they constantly reappraise both the environments and activities to which children are being exposed and make necessary adjustments to secure their safety at all times.

Suitable premises, environment and equipment - Outdoor and indoor spaces, furniture, equipment and toys, must be safe and suitable for their purpose.

***Specific legal requirements - Risk assessment***

**Extract from the statutory framework for the early years foundation stage**

**Schools will not be required to have separate policies for the EYFS provided that the requirements are met through their policies which cover children of a statutory age.**

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**Outings** - Children must be kept safe whilst on outings ( See Policy)



For each specific outing, providers must carry out a full risk assessment, which includes an assessment of required adult: child ratios.



This assessment must take account of the nature of the outing, and consider whether it is appropriate to exceed the normal ratio requirements (as set out in this document), in accordance with providers' procedures for supervision of children on outings.

***Statutory guidance to which providers should have regard***



Providers should obtain written parental permission for children to take part in outings.



Providers should take essential records and equipment on outings, for example, contact telephone numbers for the parents of children on the outing, first aid kit, and a mobile phone.

## **Medicines**



Providers must implement the schools policy on administering medicines. No staff member will administer medicine to a pupil unless it is part of a long term medical condition and a Medical Plan is in place.



The policy must include effective management systems to support individual children with specific diagnosed medical needs.



Providers must keep written records of all prescribed medicines administered to children.



Plasters may be used unless specifically asked not to by parent.

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### **Extract from the statutory framework for the early years foundation stage**

It is essential that children are provided with safe and secure environments in which to interact and explore rich and diverse learning and development opportunities. Providers need to ensure that, as well as conducting formal risk assessment, they constantly reappraise both the environments and activities to which children are being exposed and make necessary adjustments to secure their safety at all times.

Suitable premises, environment and equipment - Outdoor and indoor spaces, furniture, equipment and toys, must be safe and suitable for their purpose.

#### ***Specific legal requirements - Risk assessment***

- ⚠ The provider must conduct a risk assessment and review it regularly - at least once a year or more frequently where the need arises.
- ⚠ The risk assessment must identify aspects of the environment that need to be checked on a regular basis: providers must maintain a record of these particular aspects and when and by whom they have been checked.
- ⚠ Providers must determine the regularity of these checks according to their assessment of the significance of individual risks.
- ⚠ The provider must take all reasonable steps to ensure that hazards to children - both indoors and outdoors - are kept to a minimum.

#### **Statutory guidance to which providers should have regard**

- ⚠ The risk assessment should cover anything with which a child may come into contact.
- ⚠ The premises and equipment should be clean, and providers should be aware of the requirements of health and safety legislation (including hygiene requirements).
- ⚠ This should include informing and keeping Adults up-to-date.
- ⚠ A health and safety policy should be in place which includes procedures for identifying, reporting and dealing with accidents, hazards and faulty equipment.

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Area Toilets						
Hazard	Persons Affected	Consequence of the risk	Likelihood of risk injury occurring	Strategies to reduce risk	Severity of risk	
Toileting accidents - wetting/Soiling	Child	Child might not tell anyone and remain wet throughout the day	Likely	Publications on school readiness before September entry	Med	
Trapping fingers in taps	Child	Cuts and bruising to fingers	Unlikely	Check taps regularly as part of Governors H and S Audit. Show children how to use taps safely as part of induction.	Low	
Hot water from taps	Child	Burns and scolds	Unlikely	Check temperature regularly and adjust main boiler temperature if necessary		
Opening door onto public area by office before clothing has been repositioned.	Child	Safeguarding.	Likely	Remind children about dressing before opening door. All children to be taken to toilet as a group with adult waiting outside the door to reinforce good habits until they have settled into school. Office staff to be vigilant.	Med	
Front door left open onto playground	Child	Child at risk in playground alone.	Unlikely	Door reminder posters Apply for CIF funding for safe Lobby area. All staff to be vigilant	High	
Heavy Doors	Child	Small child could get stuck as door closes	Med	Older children to help younger ones Office Staff to remain vigilant	Low	
Area Hall						
Hazard	Persons Affected	Consequence of the risk	Likelihood of risk injury occurring	Strategies to reduce risk	Severity of risk	
Slipping on water on	Staff	Physical injury	Med	Signs positioned if floor is wet	High	

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the floor	Children			Floor mopped after lunch time		
Bumps and Bruises from wooden floor	Children	Physical Injury	Low	Remind children to walk No sliding, skidding or running	Med	
Climbing on benches and/or boxes	Children	Physical injury	Low	Remind pupils of correct behaviour when walking through hall. PE and Fundamental Movement Skills - children will be shown how to use equipment and will be supervised in the hall at all times.	Med	
Bumping head on cupboard	Children	Physical Injury	Med	Remind pupils of correct behaviour when walking through hall. PE and Fundamental Movement Skills - children will be shown how to use equipment and will be supervised in the hall at all times. Keep Soft Play away from Cupboard.	Med	
Running into equipment	Children	Physical Injury	Med	Remind pupils of correct behaviour when walking through hall. PE and Fundamental Movement Skills - children will be shown how to use equipment and will be supervised in the hall at all times. All physical activity should be contained to the central hall area.	Med	
Computer Laptop Cupboard	Children	Fingers trapped in door Electrical wiring Drop Laptops	Low	Remind children how to sensibly get out and put away laptops. Teacher models for children and reminds of expected good behaviour. Remind children to get a laptop one at a time and not to push. Pupils should return for Headphones and carry Laptops in two hands.	Low	
Area Art Area						
Hazard	Persons Affected	Consequence of the risk	Likelihood of risk injury	Strategies to reduce risk	Severity of risk	

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			occurring			
Door left open into playground	Child	Safeguarding - Child on playground alone - no secure gate.	Med	Sign on door to remind adults to lock door. Door should be closed at all times and <u>not left on the catch</u> <u>Playtime supervising adults must check this.</u>	High	
Bumping into pegs	Child	Bruising or cut to face	Med	Remind pupils of behaviour rules - no running or pushing. Pupils to change shoes in classroom - not sitting on floor in cloakroom.	High	
Slipping off 'Hop Up' stool	Child	Physical Injury	Low	Older children should use sinks in Cloakrooms to reduce the chance of crowding around the sink at busy times. Teacher to ensure any water is mopped up before children need to use stool.	Med	
Unclean sand and water tray	Child Adult	Illness	Low	Sterilize trays before new activity is set up. Water Tray to be emptied every other day and sterilized with cleaning fluid. Allow trays to dry between uses.	Med	
Tripping and falling over debris	Child Adult	Physical injury	High	Keep everything off floor - use cupboards and drawers to store equipment.	Med	
Sharp objects hidden in sand	Child	Physical injury	Low	Adult to check sand every morning	Low	
Area EYFS Little Owls Classroom						
Hazard	Persons Affected	Consequence of the risk	Likelihood of risk injury occurring	Strategies to reduce risk	Severity of risk	
Tripping over mats	Children Adults	Physical Injury	High	Mats that curl at the edges must be stuck down or replaced. The edge of mats, where possible should meet a solid object such as a unit.	High	
Falling over trays and boxes on the floor	Children Adults	Physical Injury	Med	No boxes, trays, baskets or bags should be stored on the floor.	High	
Access to plug sockets	Children	Electric Shock	Low	All unused sockets must be covered. Any machine needed to be plugged in such as tape recorder	High	

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				or Laptop should have the plug covered or taped so that a child is unable to remove it. Remind children to stay safe.		
Chairs slipping on laminate floor	Children Adults	Physical Injury	Low	An adult must be with the children in the classroom at all times. Reminders of good behaviour. Model tucking chair under table. Tuck chairs under table when not in use.	Low	
Running with sharp objects	Children Adults	Physical Injury	Med	Remind children of independent learning behaviours.	Low	
Main Classroom						
Hazard	Persons Affected	Consequence of Risk	Likelihood Of risk injury occurring	Strategies to reduce risk	Severity of risk	
Lino Parting by sink in Owls Classroom causing a trip hazard	Child Adult	Physical Injury	High	Sign to show hazard exists Needs mending with metal strip	High	
Tripping over mats	Children Adults	Physical Injury	High	Mats that curl at the edges must be stuck down or replaced. The edge of mats, where possible should meet a solid object such as a unit.	High	
Falling over trays and boxes on the floor	Children Adults	Physical Injury	Med	No boxes, trays, baskets or bags should be stored on the floor.	High	
Access to plug sockets	Children	Electric Shock	Low	All unused sockets must be covered. Any machine needed to be plugged in such as tape recorder or Laptop should have the plug covered or taped so that a child is unable to remove it. Remind children to stay safe.	High	
Tripping over mats	Children Adults	Physical Injury	High	Mats that curl at the edges must be stuck down or replaced. The edge of mats, where possible should meet a solid	High	

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				object such as a unit.		
Falling over trays and boxes on the floor	Children Adults	Physical Injury	Med	No boxes, trays, baskets or bags should be stored on the floor.	High	
Area Outside Free Flow Area						
Hazard	Persons Affected	Consequence of the risk	Likelihood of risk injury occurring	Strategies to reduce risk	Severity of risk	
Telegraph Wire	Child	Physical injury from running into wire	Med	Pipe lagging to soften surface.	Low	
Animal Dirt	Child	Infection and illness	Med	Checked by an adult every morning. Is anything found, remove, sweep and brush with disinfectant	High	
Dead Animals/Creatures	Child	Infection	High	Checked by an adult every morning. Is anything found, remove, sweep and brush with disinfectant	High	
Soil Contamination	Child	Infection	Low	Checked by an adult every morning. Is anything found, remove with area of soil around contaminating object. Pour disinfectant over area.	High	
Sand tray Contamination	Child	Infection	Med	Keep covered when not in use. If anything found in sand, remove all sand and replace after disinfecting tray.	Med	
Unclean Toys	Child	Infection	Med	Periodically wash toys in disinfectant. Wash immediately if contaminated.	Med	
Gate to rear of school	Child	Child could access the road General Public could access this area.	High	Keep locked with Child Lock. Adult to check before children use this area. Gate at the road by House to be wedged shut from inside to prevent opening. Check regularly.	Med	
Area Garden						
Hazard	Persons Affected	Consequence of the risk	Likelihood of risk injury occurring	Strategies to reduce risk	Severity of risk	
Wooden Sand Tray	Child	Contaminated Sand	Med	New sand at beginning of summer.	Low	

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		Sharp Objects in sand Trapped fingers in wooden slide structure		Close lid every night Adult to check sand before use Adult to operate mechanism and check that it is safe for use.		
Dead Animals/Creature	Child Adult	Infection	Med	Adult to remove dead creature with gloves and a secure bin bag. Remove contaminated soil around it. Wash over with disinfectant.	Med	
Bees and Wasps	Child Adult	Stings and Allergic reactions	High	Check for nests. Remain vigilant for ground nests Watch behaviour of bees and wasps to locate possible nests. Adult's first Aid trained on site at all times.	High in summer	
Contaminated Soil	Child Adult	Infection	Med	Remove area of soil Disinfect area	Med	
Stagnant water	Child Adult	Infection	Low	Empty all containers every afternoon and check before children have access to garden. Disinfect regularly	Med	
Water Trays	Child	Drowning	Low	Empty all containers every afternoon and check before children have access to garden. Disinfect regularly - particularly during winter rains	Med	
Tripping Hazards	Child Adult	Physical Injury	High	Remind children and adults to 'Look Down' Remove small trip hazards and keep in storage containers Report any uneven surfaces Keep pathways clear	High	
Falling	Child Adult	Physical Injury	Med	Remind children not to climb on play house or Bridge Adults must use step ladder if needing to reach a high level.	Med	
Splinters - Stick injuries	Child Adult	Physical injury and infection	High	Remind children to play with sticks sensibly. Check sticks and wood for suitability	Low	

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