



RISK ASSESSMENT POLICY

POLICY STATEMENT:

Skylar follows guidance and procedures set out in Skylar's Safeguarding Handbook. See Accident Prevention Policy (P193) for further risk assessment information. This policy also runs alongside the Health and Safety Policy set out in Skylar's Safeguarding Handbook (P212).

AIMS:

- To ensure the safety of all babies, children and adults in the setting
- To assess and minimise risk and take swift, appropriate action if problems arise

IMPLEMENTATION:

The Risk Assessment Policy takes account of:

- Workplace (Health, Safety and Welfare) Regulations 1992
- Health and Safety At Work Act 1974
- The management of Health and Safety at Work Regulations 1999
- Martyn's Law – The Terrorism (Protection of Premises) Act 2025

Our emphasis is on prevention of accidents and all staff continually monitoring the setting for potential hazards.

Where an element of risk is present due to use of equipment or when participating in an activity, a risk assessment is undertaken. Our risk assessments identify who is involved, details of the activity, hazards and the actions taken to minimise risk. When a risk assessment is completed it is signed and dated.

Risk assessments are either:

Handwritten and signed by staff when they have been read and understood then filed in the risk assessment folder which is kept in the nursery office – if they are 'in the moment' risk assessments. These are then scanned and shared online.

OR

Written and saved on our shared online system for staff to read and access when needed. Staff can tick when they have read and understood the content.

Risk assessments are reviewed regularly by the Nursery Manager/ Deputy Managers and learning and action points in relation to these are shared with the staff.

Visitors bringing their own activities to Skylar are asked to provide their own risk assessments before the activity takes place. These are checked by the Skylar Manager and shared with the staff team.

Risk assessments are completed for activities, events or trips that take place off site. Maintenance checks are completed in line with Trelya policy.

Health and Safety checks are routinely completed on a daily basis, noting any new hazards that may arise and ensuring that these are dealt with promptly by assessing and prioritising risk.

Dynamic, 'in the moment' risk assessments are undertaken where provision requires it. For example if a younger child wishes to access an activity that has been set up for older children, staff will adapt the environment and risk assess if this is appropriate. Risk assessment in this situation is a continuous process.

A floor plan of Skylar identifies that floor space complies with current legislation. This plan is reviewed through the year to ensure the needs of all under fives are met.

"A risk assessment cannot always eliminate the chances of a hazard causing an injury or harm. However, it should be used to make staff aware of the risks when control measures are not used, as well as educate them on safe ways to work."

Skylar's risk assessments are constantly reviewed in line with government guidance.

FURTHER REFERENCE:

Skylar's Safeguarding Handbook
Health and Safety Policy
Skylar floor plan

Reviewed September 2026
Skylar Team
Review date: September 2027

