**RISK ASSESSMENT POLICY.**

Cowling Preschool believes that the health and safety of children is of paramount importance. We assess and control measures where possible to reduce or eliminate risk.

**Policy Statement.**

We make our setting a safe and healthy place for children, staff and volunteers by assessing and minimising the hazards and risks to enable the children to thrive in a healthy and safe environment.

**Procedures.**

Our risk assessment process covers both adults and children, and includes:

1. Checking for and noting hazards and risks indoors and outside and in our premises and activities.
2. Assessing the level of risk and who may be affected;
3. Deciding which areas need attention.

Where more than five staff and volunteers are employed the risk assessment is written and reviewed regularly.

We maintain lists of health and safety issues, which are checked daily before the session begins as well as those that are checked on a termly and annual basis when a full risk assessment is carried out.

Our risk assessment ask the following questions:

* Identification of risk: Where is it and what is it?
* Who is at risk: Children, staff, parents, volunteers?
* Assessment as to the level of risk as high, medium or low. This is both the likelihood of it happening, as well as the possible impact if it did.
* Control measures to reduce/eliminate risk: what will you need to do, or ensure others will do, in order to reduce that risk?
* Monitoring and review: How do you know if what you have said is working, or is thorough enough? If it is not working, it will need to be amended or maybe there is a better solution.

**This policy was adopted on .………………………………….......**

**Date to be reviewed ...…………………………………….**

**Signed on behalf of the management committee …………………………………………**

**Name of signatory …………………………………………**

**Role of signatory (e.g. Chair/owner) …………………………………………**