



RISK ASSESSMENT POLICY

Brockham Green Nursery believes that the health and safety of the children is of vital importance. We make our setting a safe and healthy place for children, staff, parents and volunteers by ensuring that a risk assessment is carried out in order to identify potential hazards and associated risks. Therefore, enabling the children to thrive in a healthy and safe environment.

1. A risk assessment will be carried out at least annually by the Chairperson and Nursery Supervisor.
2. Risk assessment will attempt to identify potential hazards and associated risks posed to the health, safety and welfare of all children and employees.
3. The committee will review all identified hazards and decide whether existing precautions are adequate at the next Committee meeting and will draw up an action plan.
4. The risk assessment shall be recorded in writing showing that the precautions are reasonable and that a proper check was made.
5. At the beginning of every term a risk assessment is carried out by the Supervisor and recorded in section 6 of the EYFS file.
6. A daily risk assessment is also carried out and recorded and put on the Staff notice board.
7. The Accident and incident file is reviewed termly for recurring accidents and incidents. Action is taken when required.
8. Data Breach – investigations will be carried out to review how the data breach occurred and to prevent future breaches.

A Privacy Impact Assessment (risk assessment) to be completed

If there is a data breach it must be reported within 72 hours to the ICO (Information Commissioner's Office)

ICO reporting number – 0303 123 1113 <https://ico.org.uk/>

Legal framework

Management of Health and Safety at Work Regulations 1999

Further Guidance

Health and Safety Executive (HSE): www.hse.gov.uk tel: 0845 0345 0055

5 Steps to Risk Assessment: www.hse.gov.uk

ROSPA: www.rospace.co.uk

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