



Risk Assessment

Crèche

Play Service

“A **risk** is the chance, high or low of that harm occurring”

“A **hazard** is a physical situation that could be harmful – the potential to cause harm”

A risk assessment is a careful examination of what could cause harm to people so that a judgement can be made as to whether enough precautions have been taken or whether more should be done to prevent harm. There are four easy steps to follow to complete a risk assessment:

On arrival to the crèche the manager/Leader will complete a daily risk assessment checklist this will help to provide a safe environment for children to play and will allow us to identify any hazards.

1. Look for the Hazards

When conducting our risk assessment checklist we may come across a hazard. We will try to discover as much information about the hazard: its exact location and making sure that the children are safe while we complete the risk assessment.

2. Decide who might be harmed and how

We will consider everyone who may be in the setting including, visitors, cleaners as well as parents, staff and children.

3. Evaluate the risk

We will decide whether the existing precautions are adequate or if more should be done. We will look at each significant hazard and decide whether it's a high, medium or low risk. In the event something still needs to be done, we will draw up an action plan looking at ways of removing the hazard and protecting the children.

4. Make a record of your findings

We will record the findings of the assessment of the hazards and the out come of the assessment.

What is the hazard?	Who might be harmed and how?	What level is the risk?	What can be done to minimise this risk?
		High <input type="checkbox"/> Medium <input type="checkbox"/> Low <input type="checkbox"/>	
		High <input type="checkbox"/> Medium <input type="checkbox"/> Low <input type="checkbox"/>	
		High <input type="checkbox"/> Medium <input type="checkbox"/> Low <input type="checkbox"/>	

Action to be taken?	Date to be completed	Date completed

Name		Date	
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Whilst every effort has been made to ensure the accuracy of the information provided, The Childcare Development Officer cannot accept responsibility or liability for any errors, which may have occurred. This has been created as a **Sample only**. Providers must write their own specific to their setting.