

# Collaton St Mary Community Playgroup

The Parish Rooms, Blagdon Road, Collaton St Mary, Paignton TQ3 3YA

## Health and Safety

### Risk assessment

#### Policy statement

This setting believes that the health and safety of children is of paramount importance. We make our setting a safe and healthy place for children, parents/carers, 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 adults and children and includes:

- checking for and noting hazards and risks indoors and outside, and in our premises and for activities
- assessing the level of risk and who might be affected
- deciding which areas need attention; and
- developing an action plan that specifies the action required, the time-scales for the action, the person responsible for the action and any funding required
- a separate risk assessment for fire

We act on the recommendations given to us by the Torbay EYFS Welfare team.

As 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 we check daily before the session begins as well as those that are checked on a weekly and termly basis when a full risk assessment is carried out.

This policy was adopted by the committee at a Playgroup meeting.

Date ..... Signed .....

Review date .....