**RISK ASSESSMENT – Prep Playground**

 **TASK DESCRIPTION**

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| Using the Prep playground for playtimes and supervised outdoor activities. |

**DATE** September 2016

**BENEFITS FOR CHILDREN**

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| Children are participating in ‘higher-risk activities’. These activities are not available to the children until certain behaviours and boundaries are established. Children are encouraged and supported in recognising and managing risk for themselves, through real life situations and experiences. Children develop gross motor skills, co-ordination and balance, strengthen muscle tone through the use of physical activity.Children have access to outdoor space which has benefits for their health, well-being, physical and social development. |

**Date/Time of Activity** Little Break, Lunchtime Playtime and supervised Outdoor Play sessions

**Place** Prep Playground

**Adults Involved in Activity** Prep and Pre-Prep Staff

**Children taking part in Activity** Nursery, Prep One, Two, Three 3-7 yrs of age

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| Hazard / Risk**Why is this a hazard?****Who is at risk?*****Likely places/ways that people could be seriously harmed*** | **Severity** | **Likelihood** |  **Existing Control Measures** ***Consider the suggested measures below. Add extra measures in each section as needed.*** ***(NB Also need to take account of local/individual circumstances).*** | **Residual**  **Risk Rating** |  **Action****Required**  |  |  |
| **Gates -Children could get out through the gates****Unauthorised adults could get in through the gates** | **MAJOR****4** | **CONCEIVABLE****2** | \*The first member of staff out on duty ensures that **ALL** gates are closed securely.\*Each member of staff carries out a visual inspection whenever they come into the Prep playground on duty to ensure that there are no gates open or slightly ajar.\*Notices displayed on all gates reminding staff to close the gate when they come through it.\*Playground gates that lead out onto the car park or road have either a keypad entry or are operated electronically.\*CCTV camera in place to monitor Prep playground.\*If any unauthorised adults approach the Prep playground, staff will approach them and ask if they can help them, they will then direct them to the appropriate destination/person. Staff on duty are vigilant and will not allow unauthorised adults to speak to children in the playground. \*Staff on duty have walkie talkies with them so that they can call for assistance if the need arises.\*Vehicles are not permitted in the Prep playground at any time during the school day except in exceptional circumstances with permission from the Head – eg ambulance.  |  **8** | **Monitor and**  **review** **termly** |  |  |
| **Broken or damaged equipment** | **MINOR****2** | **CONCEIVABLE****2** | \*Each member of staff carries out a visual inspection whenever they come into the Prep playground on duty to ensure that none of the equipment or fixtures are damaged. Any damaged items are reported to Estate Staff and cordoned off or removed as necessary. |  **4** | **Review** **equipment****daily** |  |  |
| **Children could run or fall into the pagoda** | **MODERATE****3** | **LIKELY****3** | \*The pagoda is a designated quiet area in the Prep playground and children are encouraged to take part in more physical activities in other areas of the playground.  |  **9** | **Monitor and**  **review** **termly** |  |  |
| Hazard / Risk**Why is this a hazard?****Who is at risk?*****Likely places/ways that people could be seriously harmed*** | **Severity** | **Likelihood** |  **Existing Control Measures** ***Consider the suggested measures below. Add extra measures in each section as needed.*** ***(NB Also need to take account of local/individual circumstances).*** | **Residual** **Risk Rating** | **Action****Required** |  |  |
| **Playground Surface-Slippery or unsafe surfaces could cause falls or collisions** | **MODERATE****3** |  **PROBABLE****4** | \*Estate staff ensure that the Prep playground is swept regularly so that leaves and other debris is removed.\*Rubbish bins and recycling bins are in place in the Prep playground so that children can dispose of litter responsibly and appropriately. \*Each member of staff carries out a visual inspection when they come into the Prep playground on duty to ensure that there are no hazards. Any hazards or maintenance requirements are reported to Estate staff immediately via walkie talkie or in person if it is serious, or via the Estates Helpdesk if it is not a serious hazard.\*Prep staff on duty in the Prep playground are trained paediatric First Aiders and carry first aid kits.\* Prep staff on duty in the Prep playground ensure that there are not too many resources out at any one time so that children have space to be physical and can run, skip, move around freely. \*The Head of Preps and Pre-Preps consults with the Estate Staff in inclement weather conditions such as ice, snow, heavy winds or rain to make a decision as to whether the playground is to be used for outdoor playtimes and activities. |  **12** | **Monitor and**  **review** **termly** |  |  |
| **Railings- Children could run or fall into the railings** | **MODERATE****3** | **CONCEIVABLE****2** | \*Staff are vigilant and watch to ensure that children are not running or taking part in physical activities close to the railings.\*Activities and boards attached to railings at various points to act as a safety barrier. |  **6** | **Monitor and**  **review** **termly** |  |  |
| **Large Construction Play – children could knock each other with equipment** | **MODERATE****3** | **CONCEIVABLE****2** | \*There is a designated area for construction play.\*Staff ensure that children have been shown how to carry equipment properly and that they know that they need to look around and be aware of other children and the space around them. |  **6** | **Review** **equipment****daily** |  |  |
| **Wheeled toys - could cause falls or collisions** | **MODERATE****3** | **LIKELY****3** | \*Staff ensure that when children are using wheeled toys, other provision is kept to a minimum to enable them to have the space to move around freely.\*Staff are vigilant and ensure they are watching and supervising at all times. |  **9** | **Monitor and**  **review** **termly** |  |  |
| **Sensory Garden**  | **MINOR****2** | **CONCEIVABLE****2** | \*No running in this area.\*Limit number of children allowed in at any one time.\*Safety talk with children to ensure that they are aware of hazards- mice sculpture, fencing |  **4** | **Monitor and**  **review** **termly** |  |  |