



Risk Assessment – Acorn Class



The following risk assessments were carried out by: Emma Owner. Assessment Date: 20/10/2025

Signed:  Emma Owner. Principal

Early Years Foundation Stage						
Back to Index						
HAZARD	RISK GROUP	RISK	CONTROL MEASURES (Describe the existing workplace precautions and risk control systems in place)	Residual Risk Rating HIGH MED LOW	Are Existing Controls Adequate?	
					Yes	No*
Internal play equipment	Children	Slips, trips, Injury	- All equipment purchased/loaned to be checked to ensure they are safe for the ages and stages of children attending activity. - Layout of equipment to allow adult and children to move freely between activities. - All equipment checked regularly for cleanliness, state of repair etc. - All glues, paints etc. are non-toxic. - Supervision is constant during physical play. - Children taught how to use play equipment correctly.	LOW	✓	
Crockery in home corner	Children	Injury	- Children will be taught by parents, at home, and staff in school how to use the crockery sensibly, handling it with care. - Staff will monitor the use of the crockery at all times and intervene as necessary.	LOW	✓	

			- Some of the crockery is made from pyrex, which is tougher than china. - Any breakages will be cleared up straight away after the children have been removed. A class discussion will follow to discuss whether the children could do anything differently to prevent further breakages.			
Cutlery in the role-play area	M	Children Staff	- Children will be taught by parents, at home, and staff in school how to use cutlery sensibly, handling it with care. - Staff will monitor the use of the cutlery at all times and intervene as necessary. - The cutlery is designed for use by children, so they are not as sharp as adults cutlery. - Cutlery will be cleaned between use by groups/pupils	LOW.	Inform parents so they can work on safety at home	
Sellotape dispenser	L	Children	There is a metal grate on the dispenser, which can give a graze if children catch themselves on it. Children will be shown how to use the dispenser if they catch themselves on it.	LOW	Parents will read this RA.	
Felt tip pens on t shirts	L	Children	We have a station where children can make their own role-play dress up. There is the possibility that a child may get pen on them, but it does wash off.	LOW	Parents will read this RA.	
Outdoor play Play equipment Sandpits Sand in eyes/face etc.	Children	Slips, trips, falls, Minor injury Slips/trips. Contamination of sand	- Regular checks for defects and reporting of these in place. Repairs undertaken where necessary. - Sandpit checked for unsafe items before play and covered after use. - Clean sand regularly (including area around sandpit). - Appropriate sand is being used. - Activities supervised at all times.	LOW	✓	
Falls from climbing apparatus	Children	Major injury	- Restrict and control numbers on apparatus at one time. - Ensure that the equipment is appropriate for the age of the pupils using it. (For some equipment it may be necessary to identify an age or height restriction). - Supervision of use required at all times. - Apparatus not to be used when wet and slippery.	LOW	✓	

			• Clear rules about appropriate behaviour (for example not to hang upside down from monkey bars). • Children to wear appropriate footwear. • Ensure that impact absorbing surfaces are present where there is a significant risk of a fall. (not required for climbing equipment below 60cm).			
Bullying	Staff	Stress, Physical injury	• Training for supervisors in identification and prevention of bullying.	LOW	✓	
Fighting Rough games	Children	Injury	• Supervisors aware of rules on appropriate behaviour. • Supervisors trained in how to deal with this type of situation. • Prohibit inappropriate games.	LOW	✓	
Security Children absconding leaving grounds unobserved	Children	Unsupervised contact with adult's abduction, assault, child protection issues	• Procedures in place for the arrival and departure of children (including when children leave early). • Maintained, un-breached fencing (no holes or gaps). • Points of access onto the site minimised with clearly signed routes to the reception. • If possible, provide alternative routes for visitors which will bypass playing areas. • Gates closed/secured during outside activities. • Avoid children playing in areas out of sight of adults. • Areas identified as higher risk made "out of bounds".	LOW	✓	
Unauthorised Persons	Children	Missing children	• Supervision levels appropriate for the layout of the site and the play areas, especially in the vicinity of gates and where there are public footpaths through the grounds. (Identify on a plan.) • Identify any blind spots due to walls, trees, bushes, play equipment, etc. and eliminate/reduce problem by cutting	LOW	✓	

			back/down hedging etc.			
Hard surfaces steps and steep slopes	Children	Slips trips and falls	• Ensure that the play areas are even and well maintained. Any areas which become unsuitable will need to be coned off and placed out of bounds until repairs can be undertaken. • Area periodically checked for missing drain covers, uneven surfaces, etc. • Games not to be played on steps. • Ensure these areas are gritted in the winter when there is ice and snow.	LOW	✓	
Inadequate response to accidents	Children	Serious injury	• Adequate numbers of supervision to account for emergency situations. • First aid kits located close by playing areas. • Trained first aiders present on the site and available at all times. • Supervisors who do not have first aid training are aware of the action they should take in the event of an injury and what not to do.	LOW	✓	
Weather	Children	Inclement weather	• Suitable outdoor clothing (sunhats/wet weather wear) to be worn. • Sunscreen to be applied by parents where applicable.	LOW	✓	
Food and drink	Children	Spills Food poisoning	• Staff trained to appropriate levels in food hygiene. • All food and drink is stored appropriately. • Adults do not carry hot drinks through play area(s) cups with lids used in insulated cups.	LOW	✓	
Nutrition 1-5 years			•			
Food and drink	Children	Nutrition	• Children will be encouraged to eat a balanced diet, of a	LOW	✓	

			wide variety of foods. • Snacks and meals will be planned which include food from the main four food groups. • The main four food groups are: fruit and vegetables, carbohydrates (i.e. pasta, rice etc.) dairy and proteins. • Children will eat together, at the same time in the same location to encourage good eating habits. • Food containing sugar, salt and saturated fat will be limited. • Guidance will be taken from the Early Years Foundation Stage nutrition guidance document regarding which foods that should be given often and others that should be limited. • Food is purchased from reputable supermarkets/ suppliers. • Food is within its sell by date and is removed when this date is reached/exceeded. • Water and milk will be offered to drink.			
Food shape and type	Children	Choking	• Staff trained to appropriate levels in food hygiene. • Food is cut into narrow batons, such as cheese, melon and apples. • Grapes, cherry tomatoes and strawberries are cut lengthways and into quarters. • Firm foods and foods with rounded shapes are avoided. • Sausages are avoided, but if offered, cut into thin strips and the skins are removed. • Bones are removed from meat and fish. • No hard sweets, marshmallows or jelly cubes will be given to children to eat or as part of play.	LOW	✓	

			• Children are seated upright and are alert whilst eating. • Good supervision in place. • Children are encouraged to chew properly. • Staff trained in paediatric first aid and this is refreshed every three years at least. • Stones and pips are removed from fruit before serving.			
Preparation	Children	Food poisoning	• Staff trained to appropriate levels in food hygiene. • Food is purchased from reputable supermarkets/ suppliers. • Food is stored appropriately, and fridges are regularly cleaned, checked, and issues quickly reported and addressed. (Fridge temperatures must be below 8°C.) • Food is prepared in a safe and hygienic environment. • Staff wash their hands before preparing food and children are taught good hygiene practises too. • Surfaces for preparing and eating food are washed with hot soapy water before snacks and meals are served. • Utensils are washed well with hot soapy water before and after use. • Tea towels, cloths and sponges are washed/replaced regularly. • Food is cooked until steaming hot and then left to cool sufficiently before being served. • Spillages are cleaned immediately, wherever they occur.	LOW	✓	
Special considerations	Children	Anaphylaxis Intolerance Against religious beliefs or principles i.e.	• Information is gathered from parents/carers of any known allergies, religious beliefs or principles. • Staff are aware of children who have allergies or who need to avoid certain food stuffs.	LOW	✓	

		vegetarianism Coeliac disease	- Food provided is clearly labelled and this is checked before serving any food. - Children's information is checked for allergies etc. before serving. - Children are not allowed to share food. - Medication will be given to staff for pupils if applicable. - Medication will only be accepted if a medicines form has been completed by parents.			
Food brought in from home	Children	Nutrition Allergies Food poisoning	- Parents are provided with detailed expectations with regard to what snacks and meals are brought in from home, how they should be prepared and tips on storage. - Children are not allowed to share food. - Food brought in from home will be kept in a cool, dry place until it is eaten.	LOW	✓	
Celebrations	Children	Issues occurring	Parents/carers are aware of the policy with regard to children bringing in food for the class on special occasions and this is adhered to.	LOW	✓	
Nappy Changing/Toileting						
Nappy changing Toileting	Children Staff	Privacy Safeguarding Biological waste Hygiene	- If nappies need to be changed, this will be carried out in an appropriate location, away from stored food and serving. - Nappies will be changed in a location that has taken into consideration the child's privacy. - The area is kept clean and is cleaned after use. - A child is never left unattended whilst having their nappy changed. - Safeguarding will also be considered, and nappies will not be changed in a closed room, if alone. - Any soiled clothing will be removed and clean clothing put	LOW	✓	

			on. • Nappy changes are recorded, and any issues will be reported to the Headteacher. • Nappies are put into a nappy bag and disposed of in designated bin/s. Soiled nappies are doubled bagged. • Appropriate PPE (gloves/aprons) available for staff. • Staff and children wash their hands thoroughly after nappies have been changed.			
--	--	--	--	--	--	--