

**Early Years Foundation Stage
Outdoor Risk Assessment
Policy update: September
2021**



POLICY STATEMENT

This policy is intended to ensure consistency across the phase, safeguard pupils and protect staff. All of the staff should follow procedures around checking equipment and environment daily, ensuring that children and adults are safe at all times.

Task / Activity Describe what activity this assessment covers	Daily outdoor learning in the Early Years Foundation Stage.		
Workplace Describe where this activity takes place	Maltby Manor Academy Early Years Foundation Stage		
Date:	September 2021	Review Date:	September 2022
Risk Assessment carried out by:	Ruth Berry Joanne Cliff	Signature:	<i>REBerry</i> <i>JCliff</i>
Staff involved in the assessment:	Ruth Berry Joanne Cliff	Version:	2
Likelihood		Severity	
Very unlikely	1	Minor injury – no time off (bruises, scratches, discomfort)	
Unlikely	2	Injury – up to three days off (injury requires first aid i.e. more serious cuts, sprains)	
Likely	3	Reportable condition (injury or disease which keeps child/adult absent for more than three days / requires child /adult to be taken to hospital)	
Very likely	4	Major injury / long-term absence (severe cut /broken bones)	
Certain	5	Death	
Risk rating			
Low = 1-2	Medium = 2-3	High = 4-5	

RISK ASSESSMENT FORM

Description of Hazard	Consequence of Hazard	Persons at Risk	Current Control Measures	Risk
Ensuring all adults and children are safe.	<p>Adults and children not wearing appropriate footwear may cause tripping or slipping.</p> <p>Adults and children not wearing appropriate clothing may cause hazard, discomfort or illness.</p>	Children and adults.	<p>Continuous checks.</p> <p>Adults ensure that the correct level of supervision is given to all children including those with SEND.</p> <p>Adults to ensure that they are wearing appropriate footwear and outerwear for the range of weather conditions that outdoor learning presents.</p>	
Maintaining outdoor teaching/learning, adult/child ratios 1:13.	<p>Stretch legal ratios.</p> <p>An incident occurs that due to being over ratio the adult struggles to deal with quickly enough or thoroughly enough.</p>	Children and adults.	<p>Continuous checks.</p> <p>Adults and children are aware that the outdoor learning environment is available for use at all times.</p> <p>Adults should be outside with children at all time teaching/learning/interacting.</p> <p>Adults who are outside should monitor ratios and communicate with staff inside if they require additional support.</p>	
Gates to the outdoor provision left open.	<p>Lose children from setting.</p> <p>Unknown children/adults enter setting.</p>	Children and adults.	<p>Daily checks.</p> <p>Adults who set up outside and tidy up outside before the beginning and end of each session should check that the gates are padlocked. All adults should supervise throughout day.</p> <p>Other staff on site warned about any gates left open and that this must not be the case.</p>	
Shed doors left open.	<p>Resources stocked in shed falling.</p> <p>Access to unknown resources.</p> <p>Shed doors slamming.</p> <p>Weather changes ruining resources.</p>	Children and adults.	<p>Daily checks.</p> <p>Adult should check shed doors are closed and secured when not in use and at the beginning and end of sessions.</p> <p>Children are aware they are not allowed to go inside the shed and it is just for adults to go inside.</p>	

Connecting doors to outside slamming.	Injury to children/adults.	Children and adults.	Daily checks. Adults should check that connecting doors are properly opened for free-flow learning and securely closed at the end of the sessions.	
Fence in good repair and secure.	Cuts from sharp / abrasive edges.	Children and adults.	Daily checks. Adults should check before and at the end of every session for any obvious damage. If there is anything, this should be reported to the site manager for further and immediate inspection/repair.	
Rubbish or broken glass in outdoor area.	Trips/ touching / cutting.	Children and adults.	Daily checks. Adults should ensure that all of the outside area is checked/swept/tidied at the beginning and end of each session. Any rubbish put in the safe bins according to the object.	
Weather changes: Very hot day.	Sunburn/sunstroke/ dehydration.	Children and adults.	Daily checks. The outdoor learning environment should be available to children all day. Adults should ensure that all children are wearing appropriate clothing for the weather. In accordance with school policy adults should ensure parents apply sunscreen to their child before coming into school. Children can keep labelled sun cream in their bag to apply to themselves throughout the day under the supervision of an adult if parents have consented to this. Children must have access to clean, cool water throughout the day. Adults should encourage all children to wear sun hats outside and/or spend time in shaded areas/under canopy.	
Weather changes: Rain/ ice / snow on surface (especially wet leaves).	Sliding/slipping. Damage to outdoor equipment/resources.	Children and adults.	Daily checks. The outdoor learning environment should be available to children all day. Adults should ensure that all areas of equipment are covered and secured at the end of each day to protect from changing weather conditions.	

			<p>Adults should ensure that all children are wearing appropriate clothing for the weather.</p> <p>Adults should discuss changes in weather and its affects to the outdoor area with children.</p> <p>Adults should assess risk to the outdoor surface areas and equipment in order to determine which equipment/areas should remain under cover.</p>	
Poisonous plants/berries/fungus.	Pricks/cuts to body parts and/or eats berries/seeds/plants.	Children and adults.	<p>Daily checks.</p> <p>Adults should ensure garden is cleared of any dangerous plants and that any plants with thorns are trimmed back.</p> <p>Explicitly teach children that things in the garden/yard are NOT to be picked and eaten unless a teacher has told/helped you and it has been washed and prepared.</p> <p>Adults should check the garden before and at the end of sessions as berries and fungus can grow in different seasons and should immediately secure any areas that so need it.</p> <p>Adults should report any concerns to the site manager for immediate attention / removal.</p>	
Animal faeces in the outdoor area.	Touching/mouthing.	Children and adults.	<p>Daily checks.</p> <p>Adults should ensure that the outside area is checked and cleaned before going out.</p> <p>Adults should safely remove anything that should not be in our outside area or alert the site manager immediately to take care of this.</p> <p>Adults should encourage children to wash their hands regularly and certainly before snack.</p>	
Animals found in the outdoor area.	Touching/mouthing / biting / stings.	Children and adults.	<p>Daily checks.</p> <p>Adults should carry out checks before and after each session for any creatures habituating in the outdoor area.</p>	

			<p>Adults should assess the risk of any creatures and discuss these with children.</p> <p>In the event of touching / mouthing / biting / stinging adults should supervise correct health and safety / first aid procedures immediately and log the incident as per school policy.</p>	
Toys and resources clean and safe to use.	Spread of germs, minor cuts/scrapes.	Children and adults.	<p>Daily checks.</p> <p>Adults should ensure that all areas of equipment are covered and secured with tarpaulin at the end of each day to protect equipment and resources from changing weather conditions.</p> <p>Adults should uncover the outdoor areas of learning at the beginning of every day.</p> <p>Adults should check all equipment and resources and anything broken or damaged should be removed / replaced.</p> <p>Adults should sweep and wash down equipment weekly on a Friday. (Half termly carry out a big clean).</p>	
Accidents, tripping.		Children and adults.	<p>Continuous checks.</p> <p>Adults should ensure that equipment and resources are stored appropriately and safely and are not left lying on the floor.</p> <p>Adults should supervise the organisation of resources and encourage children to 'choose it, use it and put it away.'</p>	
Mounting/dismounting equipment	Falls/Breakages / injury.	Children and adults.	<p>Continuous checks.</p> <p>Adults should discuss and assess risk with children regularly.</p> <p>Adults should ensure that they assess risk around supporting / supervising / standing back from activities that demand concentration and risk especially mounting and dismounting equipment.</p> <p>Policy and procedure should be followed for any incident requiring first aid.</p>	
Crashing of bikes/scooters	Accident/injury	Children and adults.	<p>Continuous checks.</p> <p>Bike/ scooter play should be</p>	

			<p>limited to a particular day.</p> <p>Adults should discuss risk and expectations around keeping safe and sharing.</p> <p>Adults should support children to devise ways to be safe and fair.</p>	
Ball games	Accident/injury	Children and adults.	<p>Continuous checks.</p> <p>Ball games play should be limited to a particular area.</p> <p>Adults should discuss risk and expectations around keeping safe and sharing.</p>	
Water	<p>Water in eyes.</p> <p>Wet clothing.</p> <p>Wet floor area causing sliding/slipping.</p>	Children and adults.	<p>Daily checks.</p> <p>Adults should ensure that children are wearing or have adjusted their clothing appropriately for water play.</p> <p>Adults should re-fill various tubs / buckets and troughs deep with water daily and before the start of each session.</p> <p>Adults should ensure that children should not carry water from inside to outside during the session in order to avoid hazards and slips.</p> <p>Adults should encourage children to explore flowing water in the environment and should discourage them from touching anybody else with the water.</p> <p>In the event of wet clothing adults should encourage children to get dry and clean, changing into their own spare clothes which should be kept in their school bag.</p> <p>Adults should discuss how water changes the outdoor learning environment and surface areas and assess risk together.</p>	
Sand	<p>Sand in eyes.</p> <p>Sand around flooring causing skidding.</p>	Children and adults.	<p>Daily checks.</p> <p>Adults should check that the sand is clean and safe at the beginning and end of each session.</p> <p>Adults should ensure that only sterilised play sand to be used and changed when it becomes contaminated.</p>	

			<p>Adults should ensure that the surrounding surface areas are safe from skidding on sand.</p> <p>Adults should supervise children to tidy way split sand with dust pan and brushes.</p> <p>Adults should explain and discuss the dangers and risks of throwing sand.</p>	
Construction	<p>Injury through lifting heavy items.</p> <p>Heavy items landing on and injuring other children/adults.</p>	Children and adults.	<p>Daily checks.</p> <p>Adults should ensure that construction equipment is appropriate and safe. This should be checked at the beginning and end of each session.</p> <p>Adults should discuss and assess risk with children regularly.</p> <p>Adults should ensure that they assess risk around supporting / supervising / standing back from activities that demand concentration and risk especially mounting and dismounting equipment.</p> <p>Policy and procedure should be followed for any incident requiring first aid.</p>	
Digging/Growing Mud Kitchen	Mis-use of tools resulting in injuring/cutting self or others.	Children and adults.	<p>Daily checks.</p> <p>Adults should ensure that digging / growing equipment is appropriate and safe. This should be checked at the beginning and end of each session.</p> <p>Adults should ensure that only appropriate soil is used.</p> <p>Adults should ensure that children wear or adjust their clothing appropriately for digging/growing activities.</p> <p>Adults should ensure that tools are checked at the beginning and end of each session.</p> <p>Adults should ensure that tools are cleaned weekly. (Friday) (Big clean every half term).</p>	

Daily Outdoor Risk Assessment:

Date	Time	Risks noted	Checked by