

# RISK ASSESSMENT FOR A GARDEN

Location looked at: Indoor/ Outdoor Classroom      Date of risk assessment: - August 2016      Review date - February 2017

Hazard (something with the potential to cause harm)	What could go wrong?	Who may be harmed?	Is the risk still high, medium or low?	What extra controls need to be put in place?	By when?	By whom?
Floor	Hard floor and in a few places the blocks are slightly raised. Slip, trip or falls could cause injuries.	Children, staff, parents or visitors	High	Encourage children to walk when they go outside. Cold compresses ready in fridge in case of accident.	Every day	Classes who use this area
Fences	Children touching the fences could get splinters in their hands. Children may try and climb the fences	Children  Children	Medium  Medium	Staff to discourage children from touching fences or using them for support.  Children discourage children from climbing fences.	Everyday  Everyday	Classes who use this area
Gate out to playground	Children may try to open the gate and then have access out to other areas. Child may go missing	Children	Medium	Staff will always supervise children in this area and children will be discouraged from touching the gate and locks. This gate has 3 locks, one of which is high for adults only.	Every day	Classes who use this area
Ramp/ Wall	Children climbing on the low wall or climbing over it. Staff climbing over the wall with children in their arms. Children running up and down the ramp and they may fall.	Children or staff	High	Staff should never climb over this wall with children in their arms. Children should be supervised if they wish to climb on the wall however it would be a good idea to discourage them from doing this.	Every day	Classes who use this area

Sand tray	Children could get sand in their eyes.	Children	High	Children to follow rules and behaviour strategies regarding throwing sand. Eye wash available in case it is needed.	Everyday	All classes
	Animal faeces in the sand	Children	Medium	Outdoor checks are completed before children play in this area. This will pick up any problems. The sand pit also has a cover on it to ensure animals do not get in.	Everyday	All classes
Shade sail above sand pit	This shade sail may become untied in high wind/ rain and fall on the children/ staff while they play outside.	Children and Staff	Medium	Monthly checks to ensure that the sail is tied up securely and in high strong winds the children do not use this area.	Monthly	All rooms/ Suzanne
Shade from the sun	The children and staff do not have enough shade in this area and therefore get sun burnt		High	Extra shading. Gazebo's and sun shades to be put up first thing in the morning. The nursery supply sun cream for the children. Children to bring in sunhats though we have extra if needed.	During hot days	All staff
Shade from the rain	The children and staff are not protected from rain and therefore get cold and wet.			Nursery provides poncho's and waterproof trousers for the children to wear and wet suits and waterproof booties for younger children. Parents asked to provide hats, coats and other warm clothing.	During wet days	All staff

Door into and out of classroom	<p>The door can get caught by the wind and could slam hitting a child or adult.</p> <p>If the door is left open this could be access for strangers to enter the building.</p>	Children and staff	Medium	<p>Staff to ensure that the door is tied back if being left open for indoor/ outdoor play.</p> <p>Staff to ensure that if no one is in the classroom that the back door is never left open.</p>	<p>Everyday</p> <p>Everyday</p>	<p>All staff</p> <p>All staff</p>
Bin	The bin is not emptied and therefore attracts pests and animals. Also too much waste being put in, for example sand, making it too heavy to empty and put in the larger bin.	Children and staff	Medium	Staff to ensure that the bin is emptied regularly and never gets too full.	By then end of each day/week	All staff
Weeds and plants	There are planters and pots in the free flow area. These are mainly flowers, vegetables and fruit plants. However some children may be allergic to these items. Also weeds may grow in these pots and may be irritating or may sting,	Children	Medium	The staff will do thorough checks before using this area and cut down any problem plants. There is a folder with descriptions and pictures of poisonous plant in the office that the staff can refer to if needed. The gardeners also do checks in this area and remove any problems.	Everyday	All staff/ Gardeners
Book Rack	The book rack is screwed into the wooden fence. If too many books are placed on it, it may become too heavy and fall off. This may hit a child or staff member,	Children and staff	Medium	Staff will ensure that there are not too many books in the rack.	Everyday	All staff