

RISK ASSESSMENT FOR AN GARDEN

Location looked at: Secret Garden

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?
Summerhouse	The children may get trapped in the summer house. Although the glass in the summer house is safety glass this could still get smashed should a toy hit it. Children or staff could trip over the entrance of the summer house	Children and staff	Medium	Staff are asked to do checks in all areas before the children go outside. They should check the glass to ensure that none of it is broken. They should check the summerhouse to ensure that it is clean and tidy and safe for the children to enter. The summerhouse should always be supervised and have an adult present when children are playing inside it.	Everyday	By all staff
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
Front gate into playground	The children might open the gates and get out into the playground and therefore the car park. They may get lost	Children	Medium	Health and safety checks must always been completed and the main gate should always have both bolts down. Staff should ensure that	Everyday	All staff

	or might get to the main road at the end of the drive.			children do not play by the gate and are discouraged from trying to open it. The children should always be discouraged from going near or trying to open the gates. Children must be supervised at all times.		
Trees and branches	This area has a lot of trees and when the windy weather happens some branches may become loose and fall off. Also some of the branches are low and if children are being carried they may get hit with these branches	Children	Medium	During checks staff are to look at the trees and see if they all look safe. If concerned they should speak to the manager who will contact someone to sort out the problem. Staff should therefore avoid using this area.	Everyday	All staff
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 from the sun	The children and staff do not have enough shade in this area and therefore get sun burnt	Children and Staff	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.	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 for the children to wear and wet suits for younger children. Parents asked to provide hats, coats and other warm clothing.	During wet days	All staff
Slides and climbing frames plus other play equipment	Children may fall off of the climbing frame which is quite high or get tangled in the cargo net attached to this. This would cause a serious injury. Children may fall off or trip over other equipment in this area and hurt themselves. These may become slippery in wet weather.	Children	High	Staff to always ensure that children are supervised on the climbing frames at all time. This entails one staff member at the ladder and one at the slide. One child up and down at a time. Children line up to use the ladder and the slides and staff remain to supervise at all times. Staff need to communicate if they are leaving this piece of equipment and ensure they are heard. Equipment such as the slides should be checked that it is safe before use. During checks if they staff notice that the areas are wet they should inform all members of staff of dangers. Cold compress to be available in fridge at all times.	Everyday	All staff

Toys in summerhouse and shed	These may become broken or dirty which may cause injury or ill health	Children and staff	Medium	Toys are checked before use to ensure that they are clean. If not they should be taken away to get cleaned. If they are broken then they should be thrown away.	Everyday	All staff
Sheds	If the sheds are left open the children may go inside and become trapped or may be harmed by the toys. They may also get splinters from the shed.	Children	Low	The staff are the only people to have access to the sheds and therefore it is locked after each use.	Everyday	All staff
		Children	Medium	Children should be discouraged from being near the sheds and touching it.	Everyday	All staff
Small curriculum Sheds	The shed doors may get broken in bad weather and winds if they slam. They may also hit a child, parent or staff member They may also get blown over. Children may hide in this sheds and get locked in by other children	Children, staff and parents	High	Staff will ensure checks are done in the gardens prior to the children accessing the sheds. Each shed has bungees ropes inside which allows the doors to be hooked onto a fence so the doors do not blow or swing shut. The sheds are cemented to the ground. All sheds will be checked prior to closing and children will be counted before going inside. It will be a rule that the children do not go in the sheds.	Everyday	All staff
Bungee cords in	When in use the	Children and staff	Med / high	For staff to ensure that	Everyday	All staff

sheds to hold doors open	children could hurt or choke on these cords if left at low levels. Also hooks code cause injuries.			when bungee codes are not in use they are stored safely aware from children's reach on the top shelf. When used on shed's they will be attached high up and children will be discouraged from touching/ swinging/ pulling these codes.		
Flowerbeds	There may be litter in the flowerbeds which may include items such as glass or shape stones. There may also be weeds that grow that are poisonous to touch and these may cause harm to the children.	Children	Medium	The staff to ensure that outside checks are completed every morning and afternoon that the beds are thoroughly checked for any litter or plants that may cause harm. Gardeners are also asked to check the beds for plants that need to be removed.	Everyday	All staff
	The edges of the flower beds are wooden and if a child falls on one of these this may cause a serious injury.	Children	Medium	Staff to encourage children to not run near the flower beds. Have a cold compress in the fridge for any injuries that may happen.	Everyday	All staff
Swings from trees	There are now tree swings in the secret gardens for the children to hang from and use. This is a tyre swing and a rope swing with a hang bar. Child may fall	Children	High	Staff to supervise children on the swings when in use. To allow them independence to explore and take risks but to ensure they are staff while doing this. Also ensure the swings are secure and safe before every	Everyday	All staff

	from, get tangled and harm themselves			use.		
People coming onto the setting grounds, i.e, unfamiliar faces	People are able to access the nursery gardens via the gate and would be in the grounds without staff knowing. Also they can get in through the gates and access the children.	Children and staff	Medium	The staff check the front gate at all times to ensure that the gates are locked and the playground is not easily accessible. The staff encourages the children to play away from the gate when outside and staff are always supervising the children and the play areas. Therefore no one is able to access the gardens areas without staff being aware of who is coming on to the premises. If an unfamiliar face is at the gate staff will ask them to remain there and will approach asking why they are present. Staff will carry walkie talkies and call into office if they are concerned about unfamiliar people at the setting. The office will call the police if necessary .	People coming onto the setting grounds, i.e, unfamiliar faces	People are able to access the nursery gardens via the gate and would be in the grounds without staff knowing. Also they can get in through the gates and access the children.