

Boom Active is committed to promoting the safety and welfare of all our children, parents, staff and visitors. In order to do this, we aim to ensure that all activities, outings, materials and equipment are safe. The purpose of this policy is to ensure that any hazards associated with these are identified and removed or minimised to an acceptable level. Having a process of risk assessments in place is good practice as well as an Early Years requirement.

### **Who undertakes risk assessments & when?**

The Statutory Framework states that it is for providers to judge when risk assessments should be in writing. Boom Active and its staff will decide what needs to be formally recorded. Those risk assessments which are written down will be shared with the staff.

The Boom Active Manager in conjunction with the staff team will ensure regular risk assessments of the premises (indoors and out), outings and other activities are conducted.

Daily checks by way of a visual inspection, are carried out of the premises and equipment before the children arrive. The outdoor areas are inspected on a daily basis by staff members before the children go out to play to ensure that the outdoor play area is free from hazards. Actions will be taken to minimise any risks from hazards identified immediately.

Children are encouraged (where appropriate to their age/stage of development and understanding) to do their own risk assessments of activities to identify what might happen and what can be done to reduce the hazard or risk.

All outings with the children are subject to a risk assessment. This includes an assessment of the ratios of adults to children needed for outings, and it includes an assessment of the risks and hazards that might arise for the children. Parental permission for routine outings is always to be obtained in advance.

All written risk assessments are kept in a folder which is located at the desk where parents sign in and out each day. These can be accessed at any time on request by staff and on request by parents and visitors.

Risk assessments must take into account the numbers, ages and abilities of the children, resources available at each Boom Active venue including the weather and any other relevant environmental factors.

Note: A hazard is something such as a piece of equipment or an activity with the potential to cause harm. A risk is a measure of the probability that the hazards potential for harm will materialise. For example, a hazard could be a climbing frame and the risk could be injury as a result of falling off of it. The risk assessment would identify and assess the risk and identify ways of minimising harm e.g. by ensuring the equipment is supervised at all times while being used and by providing a safety surface, etc.

### **Review of Risk Assessments**

Risk assessments are formally reviewed on an annual basis unless there is any change in circumstance, environment, equipment or activity in which case a new risk assessment will be carried out immediately. Risk assessments are reviewed to meet the particular needs of children. Risk assessments will be reviewed following an incident. All accidents and incidents will be recorded and monitored to identify further steps to be taken. Ofsted will be informed of any significant accidents or injuries as well as complying with RIDDOR.



## **Equipment SAFE PRACTICE FOR INSPECTION**

### **INSPECTION**

Undertaken before equipment is delivered to the venue by the director or head coach, and before each day by the coaches. Undertake a thorough visual check and check for the following:

- Loose and missing nuts, bolts, pins and other fixings.
- firm attachment to anchoring points or signs of movement in the sockets.
- broken or missing bits of equipment.
- any broken cord on nets.
- bent sections, holes or other damage to equipment
- all equipment is clean and safe to use.

If equipment is found to be damaged, or if faults are found during an inspection, the equipment should be withdrawn from service until the defect is made good.

### **SIGNAGE**

A warning sign that summarises the dangers of equipment that may not be used if unable to remove at point of notice. The head coach or director should be notified