GEMS TINEY HOME NURSERY

HOME FROM HOME CHILDCARE

Risk Assessment Policy

Purpose and responsibility

Gemma manages risk at Gems tiney Home Nursery so children can learn and explore safely and adults can work without avoidable harm. We assess the real circumstances, use proportionate controls and act when an arrangement is unsafe. Assistants follow agreed controls and report hazards and changes promptly.

How we assess risks

We identify hazards and who may be harmed, consider the likelihood and seriousness of harm, decide controls and review whether they work. Controls may remove a hazard, change equipment or activity, improve the environment or provide suitable supervision and individual support.

A written assessment records significant hazards, people affected, existing and additional controls, action owners, timescales and review points. A number or risk rating does not replace professional judgement or prove that an unsafe activity is acceptable.

We make written assessments where useful to demonstrate safe arrangements and where another legal or registration requirement requires them. The EYFS does not require every routine assessment to be written. Our comprehensive risk assessment pack supports practice and is updated when circumstances change.

Daily and ongoing checks

Adults check the areas and resources children will use before care begins and the garden before access. Checks include doors, gates, escape routes, cleanliness, animal waste, damaged resources, choking hazards, medicines, chemicals, cords, water, furniture and equipment.

Checks continue as children move, weather changes or an activity develops. Hazards are addressed promptly; the affected area, resource or activity is kept out of use until safe. Urgent concerns are escalated immediately, with safe alternative arrangements or closure if necessary.

Children staffing and individual needs

Assessments consider ages, mobility, communication, behaviour, health, allergies and disability, as well as adults' competence, first aid cover and supervision. We make reasonable adjustments and consider the needs of children who may not recognise or communicate danger.

Ratios remain within EYFS and any stricter tiney conditions. A requested variation is not treated as approved merely because an assessment exists. Sole-care arrangements, authorised assistants and the ability to evacuate all children are checked before care is provided.

Personal care, feeding, sleep, transitions, lifting and emergency responses receive particular attention. Sleep arrangements follow current EYFS requirements, including frequent checks and children remaining within sight and hearing while sleeping. Pregnancy or relevant staff health needs require individual review.

Outings weather animals and devices

Outings consider route, destination, transport, supervision, consent, food, first aid and individual medication. Established assessments are reviewed for each visit and changed where needed. Children are checked by name at transitions and never left alone in vehicles.

Weather and suitable clothing may require changed plans. If no appropriate spares are available, we adapt or postpone activities to protect all children and staff. Animal assessments reflect the elderly dog, two Maine Coon cats and fish tank and include separation, hygiene and changing animal behaviour.

Approved phones remain available for tiney records, photographs and emergency communication. Assessment considers distraction, child access, privacy and image sharing. Phones are not used for photography or app entry during intimate care.

Review action and records

Gemma reviews assessments at least annually and sooner after an accident, near miss, concern, new child need, staffing change, equipment change or new guidance. We check actions are completed and controls effective, rather than merely sign a form.

Assistants receive guidance on relevant assessments and contribute observations. Parents are encouraged to share health, access or safety information. Relevant assessments can be explained or shared with parents, tiney or other authorised bodies, with personal information protected. Records follow our Retention Policy.

Related procedures and references

This policy is used with health and safety, outings, safer sleep, pets, food, behaviour, adverse weather and emergency procedures. Reviewed annually and sooner after significant changes. References: EYFS statutory framework for childminders effective September 2026, risk assessment and outings; HSE Managing risks and risk assessment at work.

Policy owner: Gemma Bayley
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