

Risk Assessment - EYFS

This RA has been completed in conjunction with the Statutory Framework for the early Years Foundation Stage 2025

RA Review Cycle

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Guidance Notes

The purpose of a Risk Assessment is to identify potential injury or damage that could occur during the undertaking of any activity. Control measures are then to be implemented to eliminate or reduce the severity and/or likelihood of such events taking place.

A risk assessment should be completed prior to any new task being carried out and anyone asked to perform the task should be made aware of the risk assessment relating to it.

EYFS Framework 2025:

3.91 Providers must ensure that they take all reasonable steps to ensure staff and children in their care are not exposed to risks and must be able to demonstrate how they are managing risks 57. Providers must determine where it is helpful to make some written risk assessments in relation to specific issues, to inform staff practice, and to demonstrate how they are managing risks if asked by parents and/or carers or inspectors. Risk assessments should identify aspects of the environment that need to be checked on a regular basis, when and by whom those aspects will be checked, and how the risk will be removed or minimised.

Risk / Hazard Identified	Person Responsible	Control Measures Required
EYFS learning environment	Staff/Pupils/Visitors	Daily environment check: Class Teachers (E Longman, A Brewster and M Matthews) are responsible for completing a daily indoor and outdoor environment check (example template provided below). The check is completed before pupils enter the site in the morning. Control measures are actioned immediately to minimise any potential risk. Identified risks are communicated to the EYFS Lead and Headteacher or Caretaker as appropriate.
Choking	Staff/Pupils/Visitors	Staff remove educational toys and items from the provision that present as a choking risk. All staff are aware of any child that may sensory seek and put items in their mouth or chew items. These children are watched vigilantly.

EYFS entrance/exits	Staff/Pupils/Visitors	Doors checked regularly by caretaker to ensure locks are working correctly, keys easily accessible in event of an emergency, any defects quickly reported and repairs arranged, all EYFS staff check doors are kept secure as required throughout the day.
Gates	Staff/Pupils/Visitors	Gates checked regularly by caretaker to ensure they are working correctly, if locks fitted that they work correctly, keys easily accessible in event of an emergency, any defects reported and repairs arranged, all EYFS staff to check gates are kept secure as required throughout the day.
Getting trapped in door	Staff/Pupils/Visitors	Children are told that only adults open and close the external doors and the Potter internal toilet door. Adults supervise children exiting external doors in the nursery. Adults to remind children to be careful when closing their own toilet door.
Slips / Trips /Falls	Staff/Pupils/Visitors	Flooring - Daily checks of flooring by EYFS teachers to look for tears, rips, uneven flooring, ice, leaves (internal and external learning environment) Cables - Daily checks and reminders to all staff that cables/wires must not be trailing/hanging, and are out of children's reach Spillages – floor areas – wet & dry areas, to be cleaned up asap, sand swept up regularly, water mopped up as spillages occur, signage displayed as necessary Equipment – all reminded about correct techniques to carry items when moving around, all reminded about safe storage of equipment when not in use, scissors, toys, tools etc, pupils regularly encouraged to tidy up. Equipment cleaned regularly (see hygiene).
Exits	Staff/Pupils/Visitors	Fire exits are kept clear at all times, no equipment, clothing, furniture is placed / stored / left in front of or close to. Nothing is displayed or hung on fire exit doors: eg curtains/decorations ensuring clear visibility at all times.

		<p>Fire exit doors are not used for displays. Adequate signage is clearly placed ensuring emergency exits can be found quickly and easily.</p> <p>Exit doors are checked daily each morning to ensure smooth opening.</p>
Fire	Staff/Pupils/Visitors	<p>Emergency evacuation procedures are in place and taught to pupils regularly in line with the school's Fire Policy.</p> <p>Fire detection and control equipment (e.g. fire alarms, smoke detectors, and fire extinguishers) are in working order and checked by caretaker</p>
Weather	Staff/Pupils/Visitors	<p>Daily weather checks are made. Staff are briefed to ensure safety of all pupils, when necessary, e.g. doors must remain closed in severe wind/shade, hats and additional water provided on sunny days/ areas cordoned off if iced over.</p> <p>Use of outdoor learning environment is assessed in severe weather conditions and closed when absolutely necessary ie. in severe temperatures/weather.</p> <p>Appropriate measures are implemented indoors in severe heat e.g. additional ventilation, blinds down, hydration, reduce physical activity.</p>
Electrical	Staff/Pupils/Visitors	<p>All portable appliances are PAT tested annually as best practice, records kept and items that fail are removed for repair or disposal.</p>
EYFS toilets	Staff/Pupils/Visitors	<p>Spillages/Waste/Accidents:</p> <p>Staff check toilet areas and sink areas throughout the day ensuring any waste/spillage/litter is cleaned using appropriate PPE. Children are reminded about using the facilities correctly and to report to an adult if they see something they do not think is correct. Floors are mopped asap if any spillages occur, and appropriate signage displayed.</p>

<p>Hygiene</p>	<p>Staff/Pupils/Visitors</p>	<p>Hygiene: Where surfaces are used for different activities during the day they are cleaned between uses and between different groups using approved cleaning products and appropriate PPE if it is required. Cleaning products are kept in a secure area and not left where they can be reached by pupils.</p> <p>Soft furnishings/toys: - These are regularly cleaned using the correct cleaning product for the material and products safe for use around children. COSHH data sheets are kept with the cleaning solution. Items are also steam cleaned if required. Allergies are taken into account in relation to soft furnishings and the cleaning of them.</p> <p>Changing facilities: - Changing facilities for pupils wearing nappies are suitable, safe and hygienic, and are cleaned with approved products after each use, using appropriate PPE as required, ensuring products are kept in a secure area away from pupils. Changing areas do not place staff member or pupil at risk. An adequate supply of necessary items is always available.</p>
<p>Outdoor Areas – tarmac and concrete</p>	<p>Staff/Pupils/Visitors</p>	<p>Adequate supervision in place when children are outside. Pupils are within sight and hearing of staff.</p> <p>Outdoor learning areas cleaned and tidied daily, sand / leaves / animal faeces etc.</p> <p>Outdoor learning areas surfaces checked daily for damage and reported to caretaker.</p> <p>Posts are identified by markings at various heights to prevent them being walked/run into. Padding is attached to posts where deemed necessary to prevent injury in high-risk areas (likelihood of being run into whilst playing).</p>
<p>Grassed Areas (Nursery only)</p>	<p>Staff/Pupils/Visitors</p>	<p>Adequate supervision in place when children are outside. Pupils are visible.</p> <p>Checked daily for animal faeces, broken glass, nettles, holes, unwanted items etc, reported to caretaker.</p>
<p>Outdoor equipment</p>	<p>Staff/Pupils/Visitors</p>	<p>Adequate supervision in place when children are outside using equipment. Pupils are visible.</p> <p>Suitable storage is used.</p> <p>Children wash hands when finished playing outdoors, but always after using the sandpit/water container. Children regularly reminded about hand hygiene and procedures to follow. Equipment condition checked regularly, if damaged or deemed unsafe, item to be</p>

		<p>removed where possible or cordoned off using physical barriers. Staff and pupils are informed. Repairs to be carried out as soon as possible or item disposed of.</p> <p>Equipment is stored safely, where possible in closed sealed storage outside of school hours.</p> <p>Sandpits: - Sand is checked regularly and sifted for foreign objects/animal faeces. Sandpits have a lid in place when not in use.</p> <p>Water play equipment: - Water is changed regularly, and is emptied at the end of the school day to prevent contamination/drowning. A lid is placed over the water equipment. Water is checked for foreign objects before each use.</p> <p>Gardening tools/equipment/plants: - Children are shown how to use the equipment correctly to prevent injury/accidents to themselves and others. Tools are checked for breakages. Children told they must not touch plants unless specifically told they can by an adult. Plants to be checked regularly to ensure they are not dangerous/poisonous and removed if concerned. All plants around play areas that are planted or grown must be safe and not have thorns on them. Tools and equipment are stored away safely after use and at the end of the school day.</p>
Ratios and Supervision	Staff/Pupils/Visitors	Staffing arrangements/ratios meet the needs of all pupils to ensure their safety (as outlined in the EYFS framework 2025). Pupils are adequately supervised, including whilst eating. A Paediatric First Aider is always present during snack and meal times.
Sleeping	Staff/Pupils/Visitors	<p>Sleeping pupils are frequently checked to ensure that they are safe. Sleeping mats are used for any child who wishes to sleep.</p> <p>Staff are made aware of latest government sleep safety guidance.</p>
Handover/release	Staff/Pupils/Visitors	<p>Procedures have been made known to all staff members, parents, carers and visitors.</p> <p>Pupils will only be released into the care of individuals who have been notified to the school by the parent as listed on Arbor.</p>

Visits	Staff/Pupils/Visitors	<p>A visit risk-assessment is required and will assess the risks or hazards which may arise on a visit, prior to the visit taking place. All will be documented using the Evolve system. It will identify the steps to be taken to remove, minimise and manage those risks and hazards. The assessment will include consideration of adult to child ratio, ensuring a paediatric trained first aider is on the visit.</p>
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Daily EYFS Environment Check

Completed by:	Monday	Tuesday	Wednesday	Thursday	Friday	Notes and date
<input type="checkbox"/> no action required <input type="checkbox"/> action required (note and date)	Checked	Checked	Checked	Checked	Checked	
Internal learning area:						
Flooring						
Cables						
Electrical sockets						
Fire exits						

Equipment						
Toilets						
Nappy changing area						
Areas of learning						
Outdoor learning area:						
Weather						
Perimeter check						
Gates						
Flooring						
Sand						
Water						
Mud kitchen						
Equipment						
Grass						
Vegetation						
Paths						
Climbing frame						

Additional comments (if required):