


## Wrockwardine Wood Infant School and Oakengates Nursery Federation

 <p>Telford &amp; Wrekin COUNCIL</p>	<b>Risk Assessment of Breakfast Club &amp; After School Club</b> (Extended Provision)				<b>Carried out by:</b> SBM & EHT		
<b>Date:</b> 19.7.21	<b>Review date:</b> 19.10.21	<b>Specialist assessment needed:</b>					
<b>What are the hazards?</b>	<b>Who might be harmed and how?</b>	<b>What are we already doing?</b>	<b>Risk rating*</b> L, M or H	<b>What further action is necessary?</b>	<b>By whom?</b>	<b>By when?</b>	<b>Done</b>
Injury or illness due to faulty equipment or an unsafe environment.	children and staff	<p>A workplace inspection is carried out each term and staff will complete a dynamic risk assessment each day to ensure an adequate working environment.</p> <p>There will always be a paediatric first aid trained member of staff on site.</p> <p>All electrical equipment is PAT tested on an annual basis as part of SLA with T&amp;W Building Improvement Team.</p> <p>Legionella checks are up to date. Annual water risk assessment external audit is carried out as part of SLA with T&amp;W Building Improvement Team.</p>	L				

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		<p>Electrical, Gas checks and processes are up to date</p> <p>Emergency grab bag and plan are accessible during opening times.</p>					
Injury due to fire	children and staff	<p>A workplace inspection is carried out each term and staff will complete a dynamic risk assessment each day to ensure an adequate working environment.</p> <p>Fire safety &amp; emergency arrangements are in place.</p> <p>Emergency routes and clearly marked and staff are aware of the assembly points in the event of an emergency.</p> <p>Weekly fire alarm checks are completed and logged.</p> <p>Annual fire risk assessment external audit is carried out as part of SLA with T&amp;W Building improvement team and actions are reviewed and necessary plans put in place.</p> <p>Emergency grab bag and plan</p>	L				

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		are accessible during opening times.					
Risk of infections due to poor food hygiene	children	At least one member of the staff is food hygiene trained.	L				
Choking on food	children	There will always be a paediatric first aid trained member of staff on site. Breakfast and tea time snack will be supervised at all times.	L				
Risk of air-born Infection	children and staff	Windows remain open to ensure ventilation in the area.  Children wash their hands on arrival and before eating food.  T&W cleaning guidance is followed to ensure regular and thorough cleaning routines.	L				
Risk of COVID19	children and staff	Please see our separate COVID19 risk assessment and outbreak plan on the school website <a href="http://www.wrockwardinewoodinfant.org.uk/school-information/covid-19-infection-control-and-pupil-absence">http://www.wrockwardinewoodinfant.org.uk/school-information/covid-19-infection-control-and-pupil-absence</a>	L				
Safeguarding -child is at risk of immediate harm	children	Please see the school's Child Protection and Safeguarding Policy. <a href="http://www.wrockwardinewoodi">http://www.wrockwardinewoodi</a>	L				

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		<p><a href="http://nfant.org.uk/media/2554/twsp-cp-safeguarding-policy.pdf">nfant.org.uk/media/2554/twsp-cp-safeguarding-policy.pdf</a></p> <p>The school has several Designated Safeguarding Lead (DSL) deputies so there will always be someone contactable if the Executive Headteacher (lead DSL) is not available.</p> <p>Adults will ensure the door to the playground is locked once a child has entered.</p> <p>All children will be supervised appropriately during physical activities.</p> <p>A separate risk assessment will be completed for sports activities and science experiments.</p> <p>There will always be a paediatric first aid trained member of staff on site.</p> <p>Adults will supervise all craft activities and Science experiments.</p>					
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### Risk rating system\*

SEVERITY			PROBABILITY	
outcome	example	score	outcome	score
<b>MINOR</b>	Bruising, minor cuts, mild irritation to skin or eyes	<b>1</b>	<b>Unlikely</b> (eg no previous history)	<b>1</b>
<b>SERIOUS</b>	Loss of consciousness, burns, broken bones, injury or condition resulting in 3 or more days absence	<b>2</b>	<b>Possible</b> (eg similar incidents have happened in the past)	<b>2</b>
<b>MAJOR</b>	Permanent disability, major notifiable injury or disease	<b>3</b>	<b>Probable</b> (eg same situations have happened in the past)	<b>3</b>
<b>FATAL</b>	DEATH	<b>5</b>	<b>Highly probable</b> (eg has occurred recently here or in another organisation)	<b>5</b>

<p><b>Probability score x Severity score = Risk Rating total</b></p> <p><b>Risk rating total</b> <b>1-4 Low Risk</b> <b>5-10 Medium Risk</b> <b>15-25 High Risk</b></p> <p><b>**Specialist assessments will be need for:</b> fire, hazardous substances, significant manual handling tasks, computer workstation users (DSE), nursing or expectant mothers, working at height, noise and use of personal protective equipment</p>	
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