

Annemount Health and Safety Risk Assessment

Location:

Garden area

Date:

10/07/2023

Completed by:

Aiden Griffin (H&S Officer)

Necessary policies to review alongside this Risk Assessment:

- Health and Safety Policy
- Risk Assessment Policy
- Fire Safety Policy
- First Aid Policy
- 2023-24 Handbook and Code of Conduct for Teachers, Assistants, Administrators and Peripatetic Staff

Assessment review to be each term.

Next assessment review:-

Dec 2023

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by whom?	Action by when?
Gates and entrances to garden, <i>children leaving & members of the public entering.</i>	Children leaving the garden and entering the road area.	Gates to be kept locked while children are on the premises. Upon a class entering the garden from the front path the lead teacher must ensure it is locked behind them. Key kept in Pre-Reception classroom.	Staff to remain diligent during playtimes.	H&S Officer to lock gates each morning (8.15am). All staff to be vigilant.	On-Going
Children potentially leaving the school site. Perimeter and surrounding area checked and secured.	Children leaving the premises potentially walking into roads or going missing.	School perimeter secured with secure fences and hedging.	Staff to be vigilant during playtimes, checking for gaps in hedges or fencing throughout the term. AG does a morning perimeter check each day, checking the garden is secure.	Checked by AG to ensure grounds are secure. All staff to be vigilant.	On-Going
Variation in floor surfaces.	Slipping, tripping and falling.	Staff to be spread throughout the garden area to supervise. Children reminded about running and moving safely and in control.	Staff to be reminded by senior management about locating themselves around the garden to ensure all areas are sufficiently supervised.	All staff	On-Going
Cleaning cupboard – Nursery Garden	Children and staff Also see COSHH risk assessment	Cupboard with cleaning materials is secured at all times. Cupboard is secured to the wall to avoid falling.	Materials to be placed securely inside the storage unit.	Cleaning team and H&S Officer	On-Going
Gardening equipment	Children using small rakes and spades	Gardening tools only to be use in gardening activities where supervision is high. Staff to be spread throughout the garden monitoring the use of play equipment. Play equipment only to be used when a minimum of 2 class groups are in the garden.	Children reminded to only use the equipment for the purpose intended <i>e.g. skipping ropes for skipping, no throwing of brushes or spades.</i>	All staff and children.	On-Going
Logs	Children tripping and falling onto logs	Loose logs to be moved and kept in one place to minimise hazards when children are running.	Children educated throughout the term on the safety aspects of the garden. Staff to be reminded throughout the term by senior management to promote this to children.	All Staff	On-Going
Oak Tree, falling branches	Staff and Children injured from falling branches.	Gardening team to review the tree annually and secure any potential loose branches.	Senior management to monitor	Gardening team/ AG	On-Going
Climbing frame	Children falling.	Children reminded to climb safely ensuring a safe grip on the apparatus. Soft 'play safe' flooring within this area of the playground. Pre-Reception children should not climb onto the top bar of the climbing frame.	No toys to be in a child's hand when on the frame. When the wooden climbing frame and balance beam is wet teachers are to advice children and ensure it is safe prior to using. NO GLOVES to be worn on climbing equipment	Children to risk assess for themselves with adult supervision.	On-Going