

| Toddler Group Risk Assessment                    |  |                             |
|--|--|-----------------------------|
| <b>Establishment:</b><br>Trallwng Infants School | <b>Assessment by:</b><br>Susie Francis | <b>Date:</b><br>Summer 2024 |
| <b>Approved by:</b> Health & Safety Committee    |  | <b>Overall Risk:</b> Low    |



| Hazard/Risk              | Who is at Risk?   | How can hazards cause harm?  | Control Measures   | Additional Control Measures - if applicable   | Persons Responsible                                | Risk Rating |
|--------------------------|-------------------|--|--|---|--|-------------|
| Safe entry/site security | Children          | Children could come to harm if they can leave the premises             | Main door locked after admission - if group is inside<br>Gate locked outside - if group is outside<br>Parents informed they are to stay with children at all times                                       | Safeguarding Policy<br>Health & safety Policy | Head teacher<br>School Clerk<br>Toddler Group lead | Low         |
| Safeguarding             | Children          | Safeguarding of pupils   | All staff in school are DBS checked<br>All staff have Safeguarding training<br>Play group leader aware of risk assessment  | Safeguarding Policy<br>Health & safety Policy | Head teacher                                       | Low         |
| Toys                     | Children & adults | Choking on small parts<br>unsafe/damaged toys<br>Trip & fall over toys | Visual check of toys before each session<br>Only offer toys that are age appropriate<br>Designated play areas for different toys<br>Parents aware they are responsible for remaining with their children | Monitored by HT & Playgroup leader            | Head teacher<br>School staff<br>Toddler group lead | Medium      |
| Accident/illness         | Children & adults | Injury   | First Aid kit on site<br>Trained First Aider present   | Monitored by HT/DHT                           | Head teacher                                       | Medium      |
| Hot drinks               | Children          | Scalds   | All hot drinks to be in travel mugs with lids<br>No hot drinks in designated play areas  | Monitored by HT/DHT                           | Head teacher                                       | Low         |
| Allergies                | Children          | Allergic reaction  | No food to be provided by Toddler Group  | Monitored by playgroup leader                 | Head teacher                                       | Low         |
| Fire                     | Children & adults | Injury/death   | Sign in sheet for all<br>Leader is clear on exits and meeting points   | Monitored by playgroup leader                 | Head teacher                                       | Low         |