

RISK ASSESSMENT

This Policy will summarise management philosophies and commitment to the effective management of hazards, and therefore the risks associated with these hazards, within the setting environment. This Policy will complement the Health & Safety Policy.

1. It is setting's policy to conform to the legislative requirements of "*The Management of Health & Safety at Work Regulations; 1992*", as amended by "*The Management of Health & Safety at Work (Amendment) Regulations; 1994*".
2. Management of the setting recognises the need for, and will undertake, the following responsibilities:
 - 2.1 To carry out a review of each area of working activity and identify the potential hazards.
 - 2.2 To assess the risks associated with these hazards, and to quantify them in order of severity.
 - 2.3 To identify the persons at risk from these hazards. These may be:
 - Staff.
 - Children.
 - Visitors to the setting - parents / guardians / carers, contractors, etc.
 - 2.4 To determine what action is required to protect persons against these risks, and to implement the measures necessary.
 - 2.5 To implement a Health Surveillance Programme for all staff.
 - 2.6 To provide extra protection where needed for special categories of employee. These may be:
 - Older workers.
 - Young people.
 - Pregnant women.
 - Employees with disabilities.
 - 2.7 To appoint "competent persons" within the setting to assist in implementing these measures and to ensure that relevant legal obligations are fulfilled.

2.8 To provide appropriate Health & Safety training for all staff to ensure that they are provided with up-to-date Health & Safety information.

2.9 To develop and implement emergency procedures to address serious accidents, incidents and untoward events involving imminent danger.

2.10 To continually assess individual employees' capabilities to perform their duties safely and in accordance with management Policies.

2.11 To ensure that the elements of this Policy, particularly training in Health & Safety matters, are extended to students and volunteer workers that may be employed at the setting.

3. Reference clauses 2.1 to 2.4 above, a specialised Risk Assessment Schedule has been developed for specific use within the setting. This Schedule focuses on each area within the setting, indoor and outdoor, will enable potential hazards to be identified, the risks quantified, and action plans for corrective / preventive action to be developed.
4. Risk Assessments are seen as an on-going process, and it is planned to cover the Risk Assessment schedule on a 6-monthly basis, and to use the Management Review Meetings as the forum for reviewing results and developing action plans. Risk Assessments are the responsibility of the setting Manager, or designate, and records of all Risk Assessment activities undertaken will be retained by the setting Manager as part of the Quality Records System.