

WLTDO Risk Assessment								
20 July 2022								
Written by: Calum Taylor								
	Activity	Hazard	Risk Control Measures	Person(s) at risk	Risk Rating	Acceptable risk?	Control measures	Action to be taken
	Climbing frame	Something to climb on, play with	Children falling off, fingers trapped, falling into the climbing frame	Children	Low	Yes	Set it up so separate pieces are locked in place. Children are supervised by carer.	Carers are aware they are responsible for their child(ren) at all times
	Play kitchen	Cupboard & over	Fingers get trapped. Kitchen pulled over.	Children	Low	Yes	Children are supervised by carer	Carers are aware they are responsible for their child(ren) at all times
	Mirror	Stand alone mirror	Mirror could be pulled over	Children	Low	Yes	Mirror is set up against book shelves/dressing up stand or near wall. Children are supervised by carer.	Carers are aware they are responsible for their child(ren) at all times
	Ride along toys & rocking toys	Rocking snail/din	Children could fall out through the door or slip down through the bottom of the cars. Children could rock onto own feet or someone else's fingers.	Children	Low	Yes	Children are supervised by carer	Carers are aware they are responsible for their child(ren) at all times
	Tool station/construction	Tool bench, tools & bricks	Trapping fingers in small holes or tools	Children	Low	Yes	Children are supervised by carer	Carers are aware they are responsible for their child(ren) at all times
	Small world area on the floor (inc Happyland, train track, cars, Bob the Builder)	Small toys, rug (s)	Children falling over toys on the floor, tripping over rug edges	Adults & children	Low	Yes	Adults take care as they walk through the hall. Children are supervised by carer.	Carers are aware they are responsible for their child(ren) at all times
	Baby area	Toys on the floor, mats	Children falling over toys on the floor, tripping over rug edges, babies getting stepped on	Adults & children	Low	Yes	Baby area is clearly defined with mats & blankets, slightly away from other play areas (surrounded by chairs). Adults take care as they walk nearby. Older children are asked not to play/run through this space. Children are supervised by carer.	Carers are aware they are responsible for their child(ren) at all times
	Craft table	Small table & chairs, crafting tools	Children falling off chairs, climbing on chairs/tables, using scissors	Children	Low	Yes	Craft table is supervised by volunteer. Children are supervised by carer.	Carers are aware they are responsible for their child(ren) at all times

	Refreshment table	Hot drinks & snacks	Hot drinks could be split by or onto children, chocking on snacks	Children	Medium	Yes	Flasks for hot drinks are used, lids for cups are used, printed sign to remind adults to use a lid. Children are supervised by carer.	Printed sign to use lids. Carers are aware they are responsible for their child (ren) at all times
	Fire doors	Fire doors shutting	Fingers get trapped.	Children	Low	Yes	Internal doors closed throughout the session. Children are not allowed to roam without carers supervision.	Carers are aware they are responsible for their child(ren) at all times
	Loss of child in building	Different areas of the building	Going downstairs, hiding behind the curtain, going to the toilet, going to other rooms upstairs	Children	Medium	Yes	Putting screens around the stage & curtain area. Using only the main door to exit the building & access toilets. Children are supervised by carer.	Carers are aware they are responsible for their child(ren) at all times
	Loss of child from the building	Losing a child	Lives could be at risk if we don't know someone has left the building	Children	Medium	Yes	When the door is unlocked a volunteer remains by the door, otherwise the door is locked.	Volunteers being aware of when the door is open, making adults aware to let us know if they need to leave early so the door can be locked. Carers are aware they are responsible for their child (ren) at all times.
	Fire	Not being able to account for everyone in the building	Lives could be at risk if we don't know someone has left the building	Adults & children	Medium	Yes	Register of all in attendance, noted if people leave early.	Volunteer registering people on arrival. Adults aware to let volunteer know if they need to leave early so it can be noted on the register.
	Kitchen	Various hazards	Various risks associated with the kitchen	Children	Low	Yes	No children are allowed in the kitchen	Door from hall to kitchen & kitchen door to remain closed