

Prioritised place risk assessment form



This risk assessment has been devised to support providers in maintaining the safety and well-being of all children and staff as they offer prioritised places. It acknowledges that some of those places will be for vulnerable children who already have additional needs and who will require their existing risk assessment to be updated. The list of examples given here is not exhaustive and should be added to with any specific considerations. Additions and amendments should be added to this form and a new form completed and attached to this original form as required. A separate form should be used for individual children, whole groups and specific areas.

**Room/area/group of children referred to in the risk assessment:**

**Assessment carried out by:**

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**Assessment date:**

**Setting manager's signature:**

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<b>Hazard</b>	<b>People</b>	<b>Severity</b>	<b>Likelihood</b>	<b>Risk level</b>	<b>Controls</b>	<b>Further action</b>	<b>Likelihood</b>
What are the risks you have identified?	Who might be harmed?	How badly could they be harmed? (Worst case scenario)	Of harm with present controls		What controls can be put in place?	What needs to be changed, by whom and by what date?	Of harm with extra controls

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<p><b>Examples</b> Maintaining adequate ratios; working with mixed age groups in one area; staff shortages; child becomes ill; practitioner becomes ill; maintaining allergy information; providing meals; children's emotional well-being; disruption of key person system</p>	<p><b>Examples</b> Staff; children; students; volunteers; children with additional needs; staff with additional needs</p>	<p><b>Choose one option.</b> <b>Death; major injury</b> (Hospital/ A&amp;E/ GP treatment required) <b>Minor injury or illness</b> (First-aid required) <b>Superficial injury or discomfort</b> (No first-aid) <b>Emotional well-being</b></p>	<p><b>Choose from:</b> <b>Very likely; likely; remote;</b></p>	<p><b>Choose from:</b> <b>High; medium; low; insignificant</b></p>	<p><b>Examples</b> Additional procedures; personal protective equipment; closing off unused rooms/areas in setting; children bringing own lunch</p>	<p><b>Examples</b> Increased supervision; changes to existing procedure; local authority guidance; personal protective equipment; others as identified</p>	<p><b>Choose from:</b> <b>Very likely, likely, remote</b></p>
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