



Early Years Foundation Stage Risk Assessment



Premises: Coleridge Primary School	Covered by this assessment: Children and Adults
Assessment conducted by: Amy Warner	Date of assessment: September 2026
Review interval: Annually	Date of next review: September 2027

Entrance and Corridors

Risk/Issue?	Who might be harmed and how?	Control measures at present	Further action required (if any)
Insecure entrance door	Children + Adults Personal safety	<ul style="list-style-type: none">Door kept shut/secure at all times and checked regularlyEntry to be secured by keypadProblems with locks/security to be reported to site manager	
Injury from electric sockets	Children + Adults Electrical shock	<ul style="list-style-type: none">Children to be told not to touch the electric sockets	
Trapping hazard from doors	Children + Adults Physical injury	<ul style="list-style-type: none">Adults to open and shut doors, finger guards in placeChildren to be told not to open and shut	

		main doors with access to outside	
Inadequate fire signage	Children + Adults Personal safety	<ul style="list-style-type: none"> Ensuring adequate signage and regular evacuation practices Continue with evacuation practices and inform site manager if signage unclear/damage/need replacing 	
Tripping / slipping due to poor flooring	Children + Adults Physical injury	<ul style="list-style-type: none"> Daily checks of flooring and issues reported to site manager Tears, rips or uneven flooring to be reported to site manager 	Interim measure – cordon off defective area
Ineffective heating / ventilation	Children + Adults Unhygienic	<ul style="list-style-type: none"> Monitor heating and level of ventilation Inform site manager of any problems or concerns. 	Add ventilation by opening windows as required
Tripping / injury due to trailing wires and cables	Children + Adults Physical injury	<ul style="list-style-type: none"> Ensure cables are safely secured and out of reach Daily checks. Reinforce message that children are not to touch cables Avoid use of extension leads Ensure sufficient sockets Use of cable covers where cables are a trip hazard 	
Contractors working on the premises	Children + Adults Physical injury	<ul style="list-style-type: none"> Areas to be cordoned off, contractors to be signed in 	Prior to visit procedures are put in place with contractors

Wet Area

Risk/Issues?	Who might be harmed and how?	Control measures at present	Further actions required (if any)
Sand on floor	Children + Adults Slipping hazard , physical injury	<ul style="list-style-type: none"> • Floor swept regularly, sand sieved for any foreign/hazardous objects- sand not returned to container after spillage • Change the sand regularly and clean the container • Children to be encouraged to be aware of safety around sand 	Interim measure – cordon off area
Water on floor	Children + Adults Slipping hazard , physical injury	<ul style="list-style-type: none"> • Floor mopped as excess spillage occurs • Water is changed daily/as necessary and container is cleaned • Children to be encouraged to be aware of safety around water 	Interim measure – cordon off area
Scissors	Children + Adults Physical injury	<ul style="list-style-type: none"> • Children are shown safe ways to handle and store scissors and usually under supervision when in area • Staff check that they are fit for purpose 	
Tools	Children + Adults Physical injury	<ul style="list-style-type: none"> • Children are shown safe ways to handle and store tools and usually under supervision when in area • Staff check that they are fit for purpose 	
Unhygienic surfaces	Children + Adults Disease/illness	<ul style="list-style-type: none"> • Surfaces are cleaned regularly and before food activities 	

All Rooms

Risk/Issues	Who might be harmed and how?	Control measures at present	Further action required (if any)
Trapping hazard from hinges on doors	Children + Adults Physical injury	<ul style="list-style-type: none"> Finger guards are fitted 	
Inadequate fire signage	Children + Adults Personal safety	<ul style="list-style-type: none"> Ensuring adequate signage and regular evacuation practices 	
Tripping / slipping due to poor flooring	Children + Adults Physical injury	<ul style="list-style-type: none"> Flooring checked regularly and issues reported to site manager Tears, rips or uneven flooring to be reported to site manager 	Interim measure – cordon off defective area
Ineffective heating / ventilation	Children + Adults Unhygienic	<ul style="list-style-type: none"> Monitor heating and level of ventilation Inform site manager of any problems or concerns 	
Tripping / injury due to trailing wires and cables	Children + Adults Physical injury	<ul style="list-style-type: none"> Ensure cables are safely secured and out of reach Avoid use of extension leads Ensure sufficient sockets Use of cable covers where cables are a trip hazard Daily checks. Reinforce message that children are not to touch cables 	
Contractors working on the premises	Children + Adults Physical injury	<ul style="list-style-type: none"> Areas to be cordoned off Workers to have signed in at reception and wear identification 	
Contamination from bodily fluids	Children + Adults	<ul style="list-style-type: none"> Inform site manager/cleaning staff Immediate cleaning of area using appropriate PPE 	Interim measure if site manager/cleaning staff unavailable – cordon off area or remove class to different location

Food Preparation Area

General access not allowed, specific adult led activities children to be supervised at all times in kitchen areas

Risks/Issues	Who might be harmed and how?	Control measure at present	Further action required (if any)
Knives and sharp implements	Children + Adults Physical injury	<ul style="list-style-type: none"> Sharp equipment to be stored in drawers and cupboards Children to be taught how to use implements/equipment correctly 	
Kettle	Children + Adults Scalding/burning injury	<ul style="list-style-type: none"> Kettle to be stored on units away from the edges 	
Cooker/oven	Children + Adults Scalding/burning injury	<ul style="list-style-type: none"> Children to stand safe distance away from cooker unless following instruction during supervised activity 	
Electrical appliances	Children + Adults Electrical shock	<ul style="list-style-type: none"> Appliances to be safely stored and checked on a regular basis 	
Cooking utensils	Children + Adults Physical injury	<ul style="list-style-type: none"> Utensils to be stored safely in drawers or cupboards 	
Washing machine	Children + Adults Physical injury Electrical shock	<ul style="list-style-type: none"> Children not allowed to use washing machine 	
Fridge (correct storage of food, in date etc.)	Children + Adults Ill health	<ul style="list-style-type: none"> Food/drinks/medicines to be correctly store in fridge Food/drinks to be checked regularly 	Food/drinks to be checked regularly
No fire blanket	Children + Adults	<ul style="list-style-type: none"> Ensure that there is a fire blanket 	Adults know where the fire blanket is located and how to use it
Use and storage of cleaning materials / other substances	Children + Adults Poisoning, eye contamination, skin irritation	<ul style="list-style-type: none"> All cleaning materials to be stored in locked cupboards 	

Outdoor Play Area

Children to be supervised outside at all times

Risks/Issues	Who might be harmed and how?	Control measures at present	Further action required (if any)
Gates , locks and hinges	Children + Adults Trapping hazard , physical injury	<ul style="list-style-type: none"> Gates, hinges and locks checked daily by site manager Children to be supervised outside at all times and encouraged to stay away from gates 	
Poor condition of tarmac surfaces	Children + Adults Tripping hazard	<ul style="list-style-type: none"> Surfaces regularly checked Surfaces to be cleared and checked and issues reported 	Interim measure – cordon off defective area
Poor maintenance of play equipment/ furniture	Children + Adults Physical injury	<ul style="list-style-type: none"> Garden furniture condition checked on regular basis Condition checked and maintenance issues reported to site manager 	Furniture taken out of use until repairs carried out
Poor location of play equipment/ furniture	Children + Adults Tripping , falling hazard , physical injury	<ul style="list-style-type: none"> Play equipment stored safely and checked on a regular basis Safe location of equipment to be considered 	
Sand pits	Children + Adults Physical injury Hygiene	<ul style="list-style-type: none"> Sand changed on regular basis and checked for sharp/foreign objects Children encouraged to wash hands after working in sandpit 	
Water trays	Children + Adults Hygiene Physical injury	<ul style="list-style-type: none"> Water in container to be changed regularly and container checked for sharp/foreign objects before use 	
Storage of outside tools and equipment	Children + Adults Tripping hazard Physical injury	<ul style="list-style-type: none"> Maintenance of play shed to be checked regularly, equipment and tools stored safely within it Equipment to be stored safely in storage shed and children to have no access to it unless following instruction during supervised activity 	

Use of outside tools and equipment	Children + Adults physical injury	<ul style="list-style-type: none"> Tools and equipment to be stored safely in outside storage shed and children to be supervised when using them Ensure children shown and reminded about correct use of tools and equipment to prevent injury/accidents 	
Transport equipment e.g. bikes, scooters	Children + Adults physical injury	<ul style="list-style-type: none"> Visual checks prior to use Any vehicle deemed unsafe is stored in shed 	
Ropes, washing line	Children and Adults Tripping hazard , physical injury	<ul style="list-style-type: none"> Weather conditions are monitored and acted upon. There is adequate space to move around freely. 	Children's behaviour is managed inline with schools policy.
Plastic crates	Children and Adults Tripping hazard , physical injury	<ul style="list-style-type: none"> The ground is firm and free of loose items that may give way The crates are selected to ensure there are no holes in the sides or base that would cause fingers to become stuck in them. The resource is checked prior to and during use for wear and tear. There is adequate space to move around freely 	Children are discouraged from climbing on staked crates more than two high. Children are discouraged from building towers taller than themselves.
Plants	Children + Adults	<ul style="list-style-type: none"> Checks to be made regularly on plants growing in outside areas 	
Steps	Children Physical injury	<ul style="list-style-type: none"> Children to be supervised outside at all times 	Children with mobility issues known to staff to enable support on steps when necessary
Wooden poles and planks	Children and Adults Tripping hazard , physical injury	<ul style="list-style-type: none"> Weather conditions monitored and acted upon. The resource is checked prior to and during use for wear and tear. There is adequate space to move around freely 	Children discouraged from carrying poles /planks horizontally. Children to play with the poles in designated areas only.

Activities Area

see also Wet Area and All Rooms Risk Assessment

Risks/Issues	Who might be harmed and how?	Control measures at present	Further action required (if any)
Slipping injury due to sand/water/paint or play dough on floor	Children + Adults Physical injury	<ul style="list-style-type: none"> All spillages are swept/mopped up as soon as they occur Checks to be made regularly to ensure there is no slipping hazard 	Interim measure – cordon off area
Unsuitable storage of equipment not accessed by children	Children + Adults Physical injury	<ul style="list-style-type: none"> Equipment stored safely in boxes or cupboards Checks to make sure equipment is safely stored and not at height 	
Unhygienic use of sand and water	Children + Adults Unhygienic	<ul style="list-style-type: none"> Sand and water changed regularly and checked for sharp/foreign objects , containers cleaned regularly 	
Insecure door	Children + Adults Personal safety	<ul style="list-style-type: none"> Door kept shut/secure at all times and checked regularly Problems with locks/security to be reported to site manager 	
Poor Cleanliness of fabrics and cushions	Children + Adults	<ul style="list-style-type: none"> Covers washed regularly Covers to be replaced when worn out/ripped 	
Protruding objects at eye level	Children + Adults Physical injury	<ul style="list-style-type: none"> Checks made to identify hazards Check to be done daily as part of daily assessment and hazard removed 	If unable to remove hazard cordon off area
Sharp edges / corners	Children + Adults Physical injury	<ul style="list-style-type: none"> Children made aware of edges and corners Check to be done daily as part of daily assessment and hazard removed 	If unable to remove hazard cordon off area

Snacks

Issues/Risks	Who might be harmed and how?	Control measures at present	Further action required (if any)
Chocking on fruit – snack	Children	<ul style="list-style-type: none"> • Paediatric and emergency aid training • Contact parent / emergency services as necessary • Complete reporting procedures 	
Tripping / slipping due to spillages	Children + Adults Physical injury	<ul style="list-style-type: none"> • Flooring checked regularly and all spillages moped up immediately • Children to be informed that they must report all spillages to a member of staff. 	Interim measure – cordon off area
Unhygienic/ dirty equipment	Children + Adults Unhygienic	<ul style="list-style-type: none"> • Children informed of correct use of equipment and it is changed/cleaned regularly and replaced when necessary 	
Milk in fridge out of date	Children + Adults Physical injury	<ul style="list-style-type: none"> • Check to be done daily as part of daily assessment 	

Toilets

Issues/Risks	Who might be harmed and how?	Control measures at present	Further action required (if any)
Injury from unregulated water temperature when hot water taps are on for any length of time	Children + Adults Scalding/burning	<ul style="list-style-type: none"> Automatic push taps that turn off after time Children made aware of need for taps to be turned off if not push taps 	Checks to be made that taps are off
Use and storage of cleaning materials / other substances	Children + Adults Poisoning, eye contamination, skin irritation	<ul style="list-style-type: none"> All cleaning materials stored in locked cupboards 	
Soap /water spills	Children + Adults Slipping	<ul style="list-style-type: none"> Soap on sinks and picked up as soon as on floor, excessive water spills mopped up 	Interim measure – cordon off area
Hand drier	Children + Adults Scalding/burning	<ul style="list-style-type: none"> Hand drier on a timer and children shown correct way of using it Regular check of temperature of drier and any issues reported to site manager 	Use paper towels instead of hand drier
Bodily fluid toilet area	Children + Adults Slipping hazard , physical injury, disease/illness	<ul style="list-style-type: none"> Toilet area and sinks checked regularly throughout each session Inform site manager / cleaning staff Immediate cleaning of area using appropriate PPE 	Interim measure – cordon off area